Annual Report for the Town of Burlington Year Ending December 2013




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BURLINGTON, MASSACHUSETTS
ANNUAL REPORT
OF THE TOWN OFFICERS / YEAR ENDING DECEMBER 2013



ANNUAL REPORT OF THE TOWN OFFICERS YEAR ENDING DECEMBER 2013

BURLINGTON
MASSACHUSETTS

In Memoriam

Employees, Board and Committee Members who have passed away during 2013

Yvette Attaya
Planning Board

Leontine Ballon
Cafeteria Worker

Pauline Bergeron
Teacher

Marianne Brenton
School Committee
State Representative

Fred Brundridge
School Custodian

Elsie Costa
Cafeteria Manager

Donald Ganley
School Custodian

Iona Ganley
School Secretary

Evelyn Gentile
LABBB

Irene Grace
Cafeteria Worker

Estelle Griffin
Teacher

Marguerite Hanley
School Secretary

Margaret Harff
School Secretary

Richard Karwan
BCAT President

John Kirkland
School Custodian

Janet McCullough
Library Volunteer

Catherine McKim
Town Clerk

Richard Middlebrook
Teacher

Donald Reece
DPW

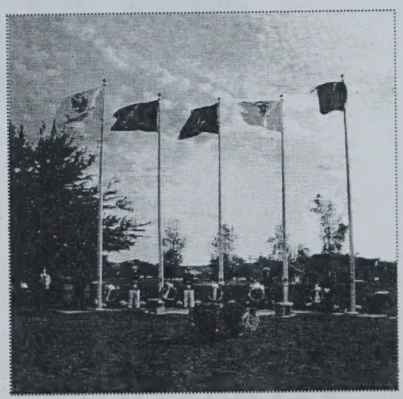
Marie Serra
Library

Richard Spreadbury
Firefighter

Richard Tarpey
Ways & Means

Harriet Turnquist
Clerk – Treasurer's Dept.

Thomas Vento
Teacher



REPORT ORGANIZED BY:
Vanessa Ranieri
WEBSITE COPY EDITING:
Betty McDonough
Amy Warfield

ON THE COVER
Five Military Service Flags and
Memorial Park Dedication
Town Common - October 19, 2013
Photo by: Mike Tredeau

TABLE OF CONTENTS

TOWN OF BURLINGTON DIRECTORY 4
INTRODUCTION
General Information 5
Town Government Schedule 6
Elected Officials 7
Town Meeting Members 8
Appointed Boards and Committees 11
GENERAL GOVERNMENT
Board of Selectmen and Town Administrator 13
Human Resources 15
Town Counsel 18
Town Clerk 18
Vital Statistics 19
Voting Statistics 19

Board of Registrars 20
Election Results 22
Archives 27
Police Department 28
Fire Department 34
Public Works 40
Administration 41
Engineering 41
Cemetery Division 43
Central Maintenance Division 43
Highway Division 43
Water and Sewer Utilities Division 44
Burlington Public Transit 46
Conservation Commission 47
Board of Appeals 49
Building Department 50
Veterans Services 54
Disability Access Commission 57
Community Life Center 57
Council on Aging 60
Treasurer/Collector 64
Assessor 66
Planning Board 67
Recreation Department 72
Board of Health 74
Public Library 78
Historical Commission 81
Beautification Committee 81
SCHOOL DEPARTMENT
School Committee 83
Superintendent of Schools 84
Schools and Departments 86
Shawsheen Valley Regional Vocational/Technical School District 104
ADDENDA
Town Accountant Financial Report 112
Town Meeting Minutes 178

TOWN OF BURLINGTON DIRECTORY

www.burlington.org

	Telephone	E-Mail
Information	781-270-1600	
Main Fax	781-270-1608	
Accounting Department	781-270-1610	accounting@burlington.org
Assessors	781-270-1650	assessor@burlington.org
BCAT	781-273-5922	bcat@bcattv.org
Burlington Public Transit	781-270-1965	
Board of Appeals	781 505-1150	boa@burlington.org
Board of Health	781-270-1955	boh@burlington.org
Public Health Nurse	781-270-1957	
Building Department	781-270-1615	building@burlington.org
Community Life Center	781-270-1961	bclc@burlington.org
Conservation Commission	781-270-1655	conservation@burlington.org
Council on Aging	781-270-1950	coa@burlington.org
Disability Access Commission	781-270-1959	dac@burlington.org
Fire Department	781-270-1925	fire@burlington.org
Emergency/Ambulance	911	
Communications for the Deaf	911	
Library	781-270-1690	
Information Technology	781-270-6800	it@burlington.org
Planning Board	781-270-1645	planning@burlington.org
Police Department	781-270-1910	police@bpd.org
Emergency	911	
Communications for the Deaf	911	
Public Works	781-270-1670	dpw@burlington.org
Chestnut Hill Cemetery	781-229-1879	
Pine Haven Cemetery	781-270-1982	
Central Maintenance	781-270-1678	
Engineering	781-270-1640	engineering@burlington.org
Highway	781-270-1677	dpw-highway@burlington.org
Water & Sewer Utilities	781-270-1679	
Sewer Section	781-270-1684	
Vine Brook Water Plant	781-270-1648	
Recreation	781-270-1695	recreation@burlington.org
School Department & High School	781-270-1800	
Fox Hill Elementary	781-270-1791	
Francis Wyman Elementary	781-270-1701	
Marshall Simonds Middle	781-270-1781	
Memorial Elementary	781-270-1721	
Pine Glen Elementary	781-270-1712	
Selectmen	781-270-1600	selectmen@burlington.org
Selectmen-Office	781-270-1600	
Shawsheen Regional Tech	978-667-2111	
Tax Collector	781-270-1625	tax@burlington.org
Town Administrator	781-270-1635	selectmen@burlington.org
Town Clerk	781-270-1660	clerk@burlington.org
Treasurer	781-270-1623	treasurer@burlington.org
Veterans' Agent	781-270-1959	veterans@burlington.org

ANNUAL REPORTS OF THE TOWN OF BURLINGTON 2013

www.burlington.org

- **A part of Woburn in 1642, a Woburn Precinct as of 1730**
- **Burlington was incorporated as a town on February 28, 1799**
- **Population as of January 1st: 25,008**
- **Area of Town: 7, 577 acres or 11.88 square miles**
- **Elevation at Town Hall: 220 ft above sea level**
- **Tax Rate FY13: Residential: $11.85**
- **Commercial: $31.70**

Governor:
Deval Patrick
www.mass.gov
State House, Room 360
Boston, MA 02133
617-725-4005

U.S. Senators:
Elizabeth Warren
www.warren.senate.gov
317 Hart Senate Office Building
Washington, D.C. 20510
202-224-4543

Edward Markey
218 Russell Senate Office Building
Washington, D.C. 20510
202-224-2742

Congressman:
John Tierney
www.house.gov
17 Peabody Square
Peabody, MA 01960
978-531-1669

Councilor:
District 3
Marilyn M. Petitto Devaney
98 Westmunster Avenue
Watertown, MA 02472
617-725-4013 x 3 - Office
617-840-7689 - Cell
E-mail: marilyn.p.devaney@gov.ma.us

State Senator:
4th Middlesex
Kenneth J. Donnelly
kenneth.donnelly@state.ma.us
State House, Room 413D
Boston, MA 02133
617-722-1432

Representative:
21st Middlesex
Kenneth Gordon
ken.gordon@mahouse.gov
State House, Room 446
Boston, MA 02133
617-722-2014

TOWN GOVERNMENT SCHEDULE

Board of Appeals:	Meets on the 1st and 3rd Tuesday of the month Town Hall, Main Hearing Room - 7:30 p.m.
Board of Assessors:	Meets on the last Thursday of the month Town Hall Annex, Basement Meeting Room - 6:00 p.m.
Board of Health:	Meets on the 2nd and 4th Tuesday of the month Town Hall, Main Hearing Room - 7:00 p.m.
Board of Selectmen:	Meets on the 2nd and 4th Monday of the month Town Hall, Main Hearing Room - 7:00 p.m.
Conservation Commission:	Meets on the 2nd and 4th Thursday of the month Town Hall, Main Hearing Room - 7:00 p.m.
Council on Aging:	Meets on the 2nd Wednesday of the month 61 Center Street, Room 136 - 10:00 a.m.
Historical Commission:	Meets on the 3rd Wednesday of the month Town Hall Annex, Basement Meeting Room - 7:00 p.m.
Housing Authority:	Meets on the 1st Thursday of the month 15 Birchcrest Street - 10:00 a.m.
Library Trustees:	Meets on the 2nd Thursday of the month Burlington Public Library - 7:00 p.m.
Planning Board:	Meets on the 1st and 3rd Thursdays of the month Town Hall, Main Hearing Room - 7:30 p.m.
Recreation Commission:	Meets on the 2nd and 4th Monday of the month Burlington High School/School Committee Room - 7:00 p.m.
School Committee:	Meets on the 4th Tuesday of the month Burlington High School/School Committee Room - 7:30 p.m.
Town Meeting:	Meets the 4th Monday in January, 2nd Monday in May, and 4th Monday in September Fogelberg Auditorium, Burlington High School - 7:30 p.m.

All other scheduled Board/Committee meetings are posted at Town Hall and are published on the monthly calendar at www.burlington.org

ELECTED OFFICIALS

Town Clerk - 5 Year Term
Amy E. Warfield — 56 Skilton Lane
1/2011 -2016

Moderator - 1 Year Term
Charles A. Murphy — 19 Sears Street
1/2013 - 2014

Selectmen - 3 Year Term
Daniel J. Grattan — 9 Fieldstone Drive
1/2011 - 2014

Christopher E. Hartling — 1 Colleen Circle
1/2013 - 2016

Robert C. Hogan — 35 Pontos Avenue
1/2010 - 2016

Ralph C. Patuto — 43 Francis Wyman Rd
1/2006 - 2015

Michael S. Runyan — 15 Mildred Road
1/2012 – 2015

Assessors - 3 Years Term
Michael W. Crocker — 15 Thornton Drive
2/1998 - 2014

Catherine O'Neil — 31 Arthur Woods Ave
1/2010 - 2016

Paul Sheehan — 5 Thornton Drive
1/1999 – 2015

Treasurer/Collector - 3 Year Term
Brian P. Curtin — 3 Lee Avenue
1/1976 - 2016

School Committee - 3 Year Term
Michael DeSimone — 5 Gloria Circle
1/2006 – 2015

Christine Monaco — 18 Corcoran Road
1/1992 - 2016

Thomas Murphy, Jr. — 3 Lexington Street
1/1995 - 2016

Stephen A. Nelson — 25 Fairfax Street
1/1996 - 2014

Kristin A. Russo — 5 Kingsdale Street
1/2011 - 2014

Library Trustees - 3 Year Term
Paula Bernard, Jr. — 4 Dunlap Street
10/2002-2015

Edith F. Entwistle — 62 Beaverbrook Road
1/1996 - 2014

Phillip Gallagher — 8 Corcoran Road
1/2013 – 2016

Eileen Sickler — 13 Foster Road
6/2003 - 2015

Robert Thys — 8 University Avenue
6/2009 - 2014

Steven E. Wasserman — 3 Indian Hill Road
1/2004 - 2016

Planning Board - 5 Year Term
Ernest E. Covino, Jr. — 4 Donna Lane
1/1989 - 2015

Ann M. Cummings — 20 Tinkham Avenue
1/2003 - 2018

Joseph A. Impemba — 11 Briarwood Lane
1/2006 - 2016

John D. Kelly — 14 Oxbow Lane
1/2012 - 2017

Barbara G. L'Heureux — 10 Woodside Lane
1/2012 - 2017

Paul R. Raymond — 1 Dorothy Road
1/1990 - 2015

Paul F. Roth — 249 Fox Hill Road
1/2009 – 2014

Board of Health - 3 Year Term
James Dion — 19 Crystal Circle
1/1993 - 2015

Eugene Terry McSweeney — 235 Cambridge Street
1/1999 - 2014

Wayne S. Saltsman — 24 Wheatland Street
1/2007 - 2016

Elizabeth Walendziewicz — 17 Wildwood Street
10/2010-2015

Edward J. Weiner — 43 Freeport Drive
1/1989 - 2016

Constable, 1st - 3 Year Term
William F. Pepicelli — 5 Ridgewood Lane
1/2010 - 2016

Constable, 2nd - 3 Year Term
Anthony J. Saia — 27 Alcine Lane
1/1977 - 2016

Housing Authority - 5 Year Term

Michael Austin *4/2006 - 2017*	8 Partridge Lane
Albert Fay, Jr. *Appointed*	11 Raymond Road
Bernice H. Ferguson *6/2005 - 2016*	19 Bedford Street
Richard H. Howard *4/2009 - 2014*	158 Wilmington Road
James H. Langley, Jr. *4/2003 – 2018*	13 Algonquin Drive

Recreation Commission - 3 Year Term

Kristine E. Brown *4/2004 - 2016*	8 Luther Road
Michael DeSimone Appointed	5 Gloria Circle
Timothy A. Horgan *10/2013 - 2014*	12 Eastern Avenue
Joseph A. Impemba *Appointed*	11 Briarwood Lane
Kevin J. Sullivan *4/2001 - 2014*	14 Frothingham Road

Shawsheen Tech - 3 Year Term

Robert J. Gallagher, Jr. *4/2010 - 2014*	9 Evergreen Avenue
Paul Gedick *4/2003 – 2015*	2 Mooney Circle

TOWN MEETING MEMBERS

PRECINCT 1

Bradford D. Bond *2006/2016*	8 Mullberry Lane
Domenic Caraco *2010/2014*	25 Rocky Hill Road
Sean P. Curtin *2008/2014*	11 Barnum Road
Christian Delaney *2013/2016*	18 Phillip Avenue
Elizabeth M. Gianino *2013/2016*	11 Thornton Drive
Nolan H. Glantz *2005/2014*	9 Redcoat Lane
John M. Glynn, II *2010/2016*	149 Mill Street
Donna D. Gregorio *2003/2015*	11 Donald Road
Michael J. Hardy *2007/2015*	7 Thornton Drive
Michael Marchese, Jr. *1999/2014*	11 Michael Drive
Bruce A. Morey *2003/2014*	5 Ellery Lane
John E. O'Keefe *2006/2015*	69 Mill Street
Carol A. Perna *2009/2015*	6 Beaverbook Road
Gregory F. Ryan *2001/2016*	3 Donald Road
Maureen Monaco Ryan *1998/2016*	3 Donald Road
Mark S. Saia *2000/2015*	8 Sumner Street
Beverlee A. Vidoli *2011/2014*	17 Thornton Drive
David H. Woodilla *2001/2015*	3 Barnum Road

PRECINCT 2

William C. Beyer *1991/2016*	67 Peach Orchard Road
Lisa Cline *2013/2014*	80 Peach Orchard Road
Robert D. Davison *2012/2016*	6 Birch Street
Nancy J. DeCarlucci *2008/2014*	74A Peach Orchard Road
Wendy Guthro *2008/2014*	17 Treetop Court
Angela J. Hanafin *2001/2016*	4 Maple Street
Daniel J. Hanafin *2001/2016*	4 Maple Street
Matthew G. Hanafin *2011/2015*	9 Maple Street
Susan R. Harrigan *2008/2014*	6 Julia Connors Drive
John Noonan *2012/2015*	1622 Arboretum Way
Patricia O'Brien *2012/2016*	1 Oak Street
Eleanor N. O'Connell *1988/2015*	33 Peach Orchard Road
Andrew H. Olney *2002/2014*	21 Julia Connors Drive
Cynthia J. Phillips *1998/2016*	5 Arborwood Drive

Gene J. Rossi *(1990-94) 2009/2015*	174 Winn Street
Myrna A. Saltman *2012/2015*	15 Greystone Court
Richard Sarno *2012/2014*	1 Bassett Avenue

PRECINCT 3

Sean P. Connors *1998/2016*	14 Sears Street
Lucy M. Damiani *2006/2015*	7 Hearthstone Drive
Shari Lynn Ellis *1995/2016*	3 Hickory Lane
David F. Fitzgerald *2012/2016*	6 Rita Avenue
James M. Frost *2010/2014*	14 Chadwick Road
Joanne Frustaci *2009/2015*	6 Valley Circle
Stephen G. Marchese *1984/2015*	4 Sears Street
Susan Martin *2013/2014*	29 Lexington Street
Gary D. Mercier *2012/2014*	14 Hearthstone Drive
Mildred J. Nash *1973/2015*	39 Sunset Drive
Paul Gerard Noonan *2006/2015*	5 Ward Street
James Patterson *2002/2014*	5 Hancock Street
Monte L. Pearson *2011/2014*	5 Willow Way
Daniel J. Raske *1997/2014*	3 Mildred Road
Roger S. Riggs *2001/2014*	4 Briarwood Lane
Faydeen A. Sateriale *(2011) 2013/2016*	95 Lexington Street
Martha A. Simon *2013/2016*	5 Willow Way
Paul A. Valleli *(1993-1994) 1995/2016*	14 Marrett Road

PRECINCT 4

Gerald Beuchelt *2012/2016*	13 Highland Way
Timothy J. Brown *2006/2015*	8 Luther Road
Betty M. Bullock *1988/2014*	11 Crowley Road
Mark D. Casey *2008/2014*	8 College Road
Thomas D. Conley, Jr. *1996/2016*	20 Corcoran Road
Karen Cooper *1988/2014*	69 Francis Wyman Road
Mark V. Gerbrands *2012/2016*	3 Laurel Lane
Joan B. Hastings *1972/2015*	14 College Road
Joanne M. Horgan *2005/2014*	12 Eastern Avenue
Constance K. McElwain *1998/2016*	64 Francis Wyman Road
Frank P. Monaco *1994/2015*	18 Corcoran Road
Virginia E. Mooney *(1972-88, 1992-93) 2009-2015*	28 Mohawk Road
Steven R. Morin *2012/2015*	52 Greenwood Road
Kevin D. Parker *2012/2015*	20 Greenwood Road
William G. Poehler *2001/2016*	7 Algonquin Road
Michael A. Proulx *1992/2014*	76 Francis Wyman Road
Steven L. Stamm *2012/2014*	56 Washington Avenue
Sally Willard *1998/2016*	13 Foster Road

PRECINCT 5

Patricia J. Angelo 1974/2015	2 Austin Street
Sherri L. Baker 2012/2016	11 Sears Street
Mark W. DeCost 2001/2016	38 Manhattan Drive
Albert L. Fay, Jr. *2012/2015*	11 Raymond Road
Kimberlyn Ford Festi *2012/2015*	14 Fernglade Road
Adrienne C. Gerbrands *2004/2016*	1 Maureen Drive
Richard Melo *2013/2014*	24 Pathwood Avenue
Christopher P. Murphy *2002/2015*	22 Bedford Street

Frank P. O'Brien *2011/2014*	3 Paul Street
Mary Ellen Osowski *2010/2016*	1 Rahway Road
Michele Prendergast *2012/2014*	20 Princeton Road
Phyllis D. Roussell *2002/2014*	75 Macon Road
Joanne Roy *2010/2014*	1 Rahway Road
Norman A. Steeves *2009/2015*	7 Violet Road
David S. Tait *2002/2014*	9 Meadowdale Road
Larry Way *2013/2016*	25 Hillcrest Road
Richard M. Wing *(1972-74) 2005/2014*	4 Wing Terrace
Ernest R. Zabolotny *2009/2015*	33 Paulson Drive

PRECINCT 6

Robert A. Aloisi, Jr. *2008/2014*	5 Lucy Road
Roger A. Bell *2000/2015*	18 Lisa Street
Teresa Tarpey Clement *(1998-2003) 2013/2016*	1 Holly Street
Ellen M. Cormier *2003/2015*	8 Chester Avenue
John G. Cormier *2002/2014*	8 Chester Avenue
Diane Kendrigan Creedon *2006/2015*	12 Gibson Street
Daniel Ditucci, Jr. *2013/2016*	6 Ridgewood Road
Gary B. Kasky *2008/2015*	8 Radcliff Street
Jaclyn B. Killilea *2010/2016*	15 Wheatland Road
Thomas C. Killilea *1995/2016*	15 Wheatland Road
James Robert Mackey *2011/2014*	9 Dolores Drive
Rose Manni *2008/2014*	13 Kingsdale Street
David F. Peterson *2007/2016*	9 Cutting Lane
Brian T. Pupa *2011/2014*	5 Goodwin Drive
Sonia Rollins *2012/2015*	8 Paula Street
Joanna Schlansky *2002/2014*	4 Gibson Street
Robert G. Schlansky *2007/2016*	4 Gibson Street
Anisha Shaikh *2012/2015*	25 Upland Road

PRECINCT 7

David Castellano *2012/2014*	5 Manor Avenue
Anne P. Coady *1991/2015*	8 Woodside Lane
Benjamin Cohen *2013/2014*	26 Seven Springs Lane,#302
David Elins *2013/2014*	32 Seven Springs Lane
Thomas E. Fallon *2012/2014*	4 Florence Road
Marjorie J. Foster *2000/2015*	10 Kenmere Avenue
Brenda Haney *2008/2015*	17 Harriett Avenue
Miriam R. Kelly *2012/2016*	14 Oxbow Lane
Derek W. Morris *2012/2014*	28 Hampden Avenue
Maria O'Connor *2013/2016*	10 Mountain View Way
Jonathan Sachs *2012/2014*	12 Oxbow Lane
Tammy Vallas *2013/2014*	1 Oxbow Lane
David R. Van Camp *2012/2016*	14 Brown Avenue
Lorraine J. Wasserman *2012/2016*	54A Seven Springs Lane
David F. Webb *2012/2014*	23 Eugene Road
Mark Woods *2011/2015*	12 Eugene Road

APPOINTED BOARDS & COMMITTEES

Audit Committee - 1 Year - Ad Hoc
Appointed by Town Administrator

Brian Curtin	3 Lee Avenue	2014
Michael DeSimone	5 Gloria Circle	2014
Gary Gianino	11 Thornton Drive	2014
Daniel Grattan	9 Fieldstone Drive	2014
Susan Harrigan	6 Julia Connors Drive	2014
Craig Robinson	123 Cambridge Street	2014
Paul Sagarino	29 Center Street	2014

Beautification Committee - 1 Year - Standing
Appointed by Town Administrator

Carolyn R. Engel	9 Park Drive	2014
Andrew A. Giordano	3 Belmont Road	2014
George M. Major	29 Lantern Lane	2014
Ralph C. Patuto	43 Francis Wyman Road	2014
Amy E. Warfield	56 Skilton Lane	2014
Elaine Zuccaro	6 Pearson Circle	2014

Burlington Public Transit Advisory Committee – 1 Year - Ad Hoc - Appointed by Town Administrator

Ann M. Cummings	20 Tinkham Avenue	2014
Jennifer Gelinas	10 Hallmark Gardens, #7	2014
Robert Hogan	35 Pontos Avenue	2014
Mildred J. Nash	39 Sunset Drive	2014
Patti Robichaud	11 Belmont Road	2014
Sonia Rollins	8 Paula Street	2014
Michael Runyan	15 Mildred Road	2014

Board of Appeals - 5 Years - Standing - 1 Year Standing
Appointed by Town Administrator

John A. Alberghini	2 Elm Avenue	2018 - 5
Claudia Augustin	1521 Arboretum Way	2017 - 5
William Gaffney	8 Joanne Road	2016 - 5
Neil S. Kane	19 Mohawk Road	2015 - 5
Joseph E. Morandi	7 Winona Road	2014 - 5
James F. Halloran	20 Fernglade Road	2014 - 1
Charles Viveiros	1 Cedar Street	2014 - 1

Board of Registrars - 3 Years - Standing
Appointed by Town Administrator

Jeanne Ganley	26 Beacon Street, #42A	2016
Elmer Bud Larson	23 County Road	2014
Adam Senesi	13 Town Lane Road	2015
Amy E. Warfield	56 Skilton Lane	2016

Bylaw Review Committee - 1 Year - Standing
Appointed by Town Moderator

Mark D. Casey	8 College Road	2014
Teresa Tarpey Clement	1 Holly Street	2014
David F. Petersen	9 Cutting Lane	2014
Richard M. Wing	4 Wing Terrace	2014
David J. Woodilla	3 Barnum Road	2014

Capital Budget Committee - 3 Years - Standing
Appointed by Town Moderator

David Castellano	5 Manor Avenue	2014
Thomas D. Conley, Jr.	20 Corcoran Road	2016
Gary Mercier	14 Hearthstone Drive	2014
Carol Perna	6 Beaverbrook Road	2016
Daniel J. Raske	3 Mildred Road	2016
Faydeen A. Sateriale	95 Lexington Street	2016
Ernest Zabolotny	33 Paulson Drive	2014

Cemetery Oversight Committee - 1 Year - Ad Hoc
Appointed by Town Administrator

William C. Beyer	67 Peach Orchard Road	2014
Frank P. Monaco	18 Corcoran Road	2014
Michael Runyan	15 Mildred Road	2014

Community Life Center - 2 Years - Standing
Appointed by Town Administrator

Linda K. Collins	18 Town Line Road	2016
David Cullen	4 Hershey Road	2016
Marilyn Langley	13 Algonquin Drive	2016
Christine MacKay	7 Fairfax Street	2012
Ronald J. MacKenzie	15 South Bedford Street	2016
Ann Louise McNamara	79 Mountain Road	2016
Roberta E. Mills	19 Corcoran Road	2016

Conservation Commission - 3 Years - Standing
Appointed by Town Administrator

William Boivin	213 Fox Hill Road	2016
Nedim Celik	46 Mill Street	2015
Larry S. Cohen	8 Wilhelmina Avenue	2015
Indra Deb	17 Pathwoods Avenue	2014
Gail M. Lima	188 Mill Street	2014
Ann Louise McNamara	79 Mountain Road	2015
Kerry Melanson	8 Freeport Drive	2016
Michael Runyan	15 Mildred Road	2015

Council on Aging - 3 Years – Standing
Appointed by Town Administrator

Carole J. Castellano	12 Garrity Road	2016
Susan DeRosa	3 Ledgewood Drive	2014
Christopher E. Hartling	1 Colleen Circle	2014
Eleanor Hutchinson	4 Frances Road	2016
Joanne L. Kinchla	8 Arnold Terrace	2014
Muriel O'Brien	26 Maryvale Road	2015
Ralph C. Patuto	43 Francis Wyman Road	2015
Myrna A. Saltman	15 Greystone Court	2014
Marigrace Silva	5 Alma Road	2015
Suzanne J. Trousil	2 Lucaya Circle	2014
Bernadette B. Whittington	1 Ganley Drive	2016

Cultural Council - 3 Years - Standing
Appointed by Town Administrator

Sandra Coveno	59 Center Street, #102	2014
Julia Eggleston	10 Gedick Road	2014
Joyce Fay	11 Raymond Road	2014
Barbara Fisher	38 Purity Springs Road	2014
Brenda Fisher	38 Purity Springs Road	2014
Joanne Kinchla	8 Arnold Terrace	2014
Judi Lichtenfels	21 Purity Springs Road	2014
Carolyn Little	7 Pleasant Street	2014
Teresa Pignatone	9 Jonathan Road	2015
Vincent J. Sferrino	10 Liberty Avenue	2016

Disabilities Access Commission - 1 Year – Standing
Appointed by Town Administrator

Jane Beard	59 Center Street, #301	2014
Thomas Carlson	1 Violet Road	2014
Bernice H. Ferguson	19 Bedford Street	2014
Mary Jane Fietze	42 Bedford Street	2014
Robert Hogan	52 Pontos Avenue	2014
Maura F. Mazzocca	5 Black Horse Lane	2014
Rita E. Murphy	51 Bedford Street	2014
Joseph D. Stordy	303 Farms Drive	2014
Kenneth Tigges	4 Ellen Road	2014
Bernadette B. Whittington	1 Ganley Drive	2014

Facilities Committee - 2 Years - Standing
Appointed by Town Moderator

William C. Beyer	67 Peach Orchard Road	2015
Daniel J. Hanafin	4 Maple Street	2015
James Robert Mackey	9 Dolores Drive	2015
Frank P. Monaco	18 Corcoran Road	2015
Bruce A. Morey	5 Ellery Lane	2015
Sally Willard	13 Foster Road	2015

Grandview Farm Committee - 1 Year - Ad Hoc
Appointed by Town Administrator

Janet Atkinson	3 Newbridge Avenue	2013
Brenda L. Cahoon	3 Lucy Road	2013
Eldrine Emerson	39 Arborwood Drive	2013
Toni Faria	6 Butters Lane	2013
Robert Hogan	52 Pontos Avenue	2013
Kathleen A. Horton	11 Westwood Street	2013
William T. McDonough	19 Rahway Road	2013
Kevin B. McKelvey	4 Allison Drive	2013
Roger Morrison	5 Hope Street	2013
Hope M. Paulsen	59 Center Street, #201	2013
Sonia Rollins	8 Paula Street	2013
Nicholas G. Rubino	16 Phyllis Avenue	2013
Beverlee Vidoli	17 Thornton Drive	2013
Amy E. Warfield	56 Skilton Lane	2013
Judith G. Wasserman	3 Indian Hill Road	2013
Rob Zahora	103 Locust Street	2013

Land Use Committee - 3 Years – Standing
Appointed by Town Moderator

Shari Lynn Ellis	3 Hickory Lane	2016
Wendy Guthro	17 Treetop Court	2014
Joanne L. Kinchla	8 Arnold Terrace	2016
Gary Mercier	14 Hearthstone Drive	2016
Andrew H. Olney	21 Julia Connors Drive	2016
Monte L. Pearson	5 Willow Way	2016
Paul A. Valleli	14 Marrett Road	2016
David F. Webb	23 Eugene Road	2016
Sally Willard	13 Foster Road	2014

Rink Oversight Committee - 1 Year - Ad Hoc - Appointed by Town Administrator

Brad D. Bond	8 Mullberry Lane	2015
Brian Curtin	3 Lee Avenue	2014
Kevin Forgett	29 Center Street	2014
Ed Gillis	123 Cambridge Street	2014
Christopher E. Hartling	1 Colleen Circle	2013
Thomas Hickey	29 Center Street	2014
Craig Robinson	123 Cambridge Street	2013

Rules Committee - 1 Year - Standing
Appointed by Town Moderator

Teresa Tarpey Clement	1 Holly Street	2014
Sean P. Curtin	11 Barnum Road	2014
Mark W. DeCost	38 Manhattan Drive	2014
Christian Delaney	18 Phillip Avenue	2014
Elizabeth M. Gianino	11 Thornton Drive	2014
Bruce A. Morey	5 Ellery Lane	2014
Christopher Murphy	22 Bedford Street	2014
James Patterson	5 Hancock Street	2014
Sonia Rollins	8 Paula Street	2014
Maureen Ryan	3 Donald Road	2014
Mark S. Saia	8 Sumner Street	2014
David Tait	9 Meadowdale Road	2014

Ways & Means Committee - 3 Years - Standing - Appointed by Town Moderator

William C. Beyer	67 Peach Orchard Road	2016
Brad D. Bond	8 Mullberry Lane	2015
John G. Cormier	8 Chester Avenue	2014
Diane Kendrigan Creedon	12 Gibson Street	2016
Timothy M. Cummings	20 Tinkham Avenue	2016
Christian Delaney	18 Phillip Avenue	2016
Michael J. Hardy	7 Thornton Drive	2015
Susan Harrigan	6 Julia Connors Drive	2014
Thomas C. Killilea	15 Wheatland Street	2014
Frank P. Monaco	18 Corcoran Road	2014
Paul G. Noonan	5 Ward Street	2016
Roger S. Riggs	4 Briarwood Lane	2016
Sonia Rollins	8 Paula Street	2014
David S. Tait	9 Meadowvale Road	2015
Larry Way	25 Hillcrest Road	2015

BOARD OF SELECTMEN AND TOWN ADMINISTRATOR



Board of Selectmen: Front row (left to right) Michael S. Runyan, Robert C. Hogan, Ralph C. Patuto Back row(left to right) Christopher E. Hartling, Daniel J. Grattan

The April election saw the election of Chris Hartling as the newest member of the Board and Bob Hogan being re-elected for his second term to the Board. We wish to thank Walter Zenkin for his service to the citizens of Burlington during his term as a Selectman. Running for office and serving as an elected official is not always easy. In this day and age, elected service does not hold the luster and respect it once did. It takes a lot of personal fortitude to put your opinion on the line. Upon its annual reorganization, the Board elected Robert Hogan as Chair and Michael Runyan as Vice-Chair. The Board acknowledged the leadership offered by Ralph Patuto as outgoing chair the past year.

Assistant Town Administrator Thomas Hickey has announced his retirement for June 2014. Tom has had a distinguished career in municipal government and Burlington was fortunate to have a dedicated and talented person such as Tom hold the position. Tom started in the Department of Public works and became Assistant Town Administrator in 2007. In recent years, Tom has guided the Grandview project to a successful completion. The Town will be able to take pride in that building for years to come. We certainly wish Tom and Corinne a wonderful retirement and thank him for his service.

Economic Development

This continues to be a priority for the Board and the Administration as we understand the direct correlation between a healthy, diverse and growing commercial sector and its impact on the Towns ability to engage in infrastructure upgrades, modest increases in real estate taxes for our residents and a service delivery system that remains the envy of many of our neighbors. Please be aware that our tax structure in Burlington is very unique. We certainly have one of the best ratios of commercial to business in the State. It is not uncommon to have a 95% residential to 5% commercial ratio on property taxes. In Burlington, that ratio is 39%

residential to 61% commercial. That means we are collecting $55M in property taxes from commercial as compared to $36M from residential. Think about what that would mean to services if we had to convert that $55M to residential taxes.

2013 continued a trend of commercial development in Burlington. Burlington continues to have a very high occupancy rate and a strong appeal to businesses. Many of the open office spaces in Town have been filled. We are certainly seen as the premier alternative to downtown Boston. With the amenities we provide, Burlington is seen as a prime location for the entire state. It has been stated that Burlington serves as the "economic capitol" for the 128 belt. It is certainly a main cog in the engine for the State. There has been a lot of recent recognition of that in this area. Keurig and Wegmans broke ground in 2012 and continued their development process through 2013. Keurig opened a portion of their new facility and both Wegmans and Keurig anticipate grand openings in 2014. Northwest Park continues with several other buildings as part of their total development plan. Several new restaurants have been approved and will open in the 2014-12015 time frame. We look forward to what 2013 may bring. We continue to work with the Nordblom Company on the Northwest Park. With Wegmans being located there, we are hopeful that more activity will follow as Wegmans prepares for a spring of 2014 opening.

We will also continue conversations as to the impacts of development to the residential neighborhoods of Burlington. The Board understands that discussion needs to be ongoing to address future of the Town and how it will look and feel as we go into the future. The Town did fund the initial stages of planning for the next iteration of the Master Plan. This will continue the discussion of impacts, both positive and negative. The issue of amenities and what that means to our future economic development needs to be an ongoing discussion. We also have opened a dialogue with the State to discuss their intentions and what assistance they can bring to the table relative to transportation and future planning. Much of the traffic congestion is caused by the regional road system that is inadequate to handle traffic for the region. That inability to move traffic from the Route 95/128/93/3 corridors trickles down to local roads. We continue to lobby for their assistance and state funds.

Eight additional liquor licenses were approved by Town Meeting this year and are currently before the State Legislature. There has been a major increase in restaurant activity and the growth of that industry in Town. Liquor licenses have sold at Boston rates. We have seen the opening or planned developments of over a dozen restaurants in Town from luncheon spots to high-end grilles. This development highlights the popularity of Burlington as a destination location. There will also be changes to the AMC movie theater complex. We thank New England Development for listening to the Town and working to keep the movie theaters in Town so residents have easy access to shows.

Personnel/Collective Bargaining

We wish to start by stating that we have a highly professiona work force that provides a high level of service to our citizens. We wish to thank our employees for their efforts in maintaining a high quality of service and programs.

This past year was a busy time for collective bargaining. Al contracts, except for police patrol, expired June 30, 2012. In addition the administration and employees worked together to continue review of health insurance and how we can sustain that into the future. The administration wishes to recognize the employees willingness to discuss our future together. In 2013, we introduced a new health insurance advisor to help guide us in these discussions We have been very pleased to this point with what they have brought to the table.

The Information Systems Advisory Committee (ISAC) hired an received a final report from Webb Consulting. Over 200 objective were highlighted in the report with two overarching goals coming t the forefront; consolidate school and general governmen approaches and hire a shared Chief Information Officer (CIO). Th Board of Selectmen and School Committee voted at the end of 201 to approve those goals and move forward with a shared positio They did implement the beginnings of a new Information System Department. Robert Cunha was appointed to lead that effort. H has been working with the various stakeholders to implement consolidated approach. We wish to thank Bob and his team, as we as the support of the ISAC in continuing their efforts to improve th much needed change in service.

Another area of major change was tied to the aforementione retirement announcement of Assistant Town Administrator To Hickey. We reviewed the responsibilities of the position and decide to move forward in a different way. The position had be responsible for IS and facilities as the department leader. With t change in IS we looked at the best way to provide faciliti leadership. We decided on following a model that has worked other communities which is making it a function of the DPW. W will also transfer some of the functions that assisted the To Administrator to a new position that will be a stipend for a curre department head. Town Meeting approved the model and we move forward with the change in 2014.

Capital Improvements

The one area that the Town will need to put some resources i is capital improvements. In recent years, we have been able implement a more aggressive program of investing limited resour in improving our overall infrastructure/facilities for the enjoymen future generations. Recent projects have included two sch facilities, the Terrace Hall force main relocation/upgrade, r equipment purchases as well as enhancements to the cemetery recreation fields with Cummings Park.

The Town is aware that a new public works facility is overdue and ne future status of fire station #2 needs to be finalized. In addition, ne human services building needs attention as well as space needs re currently being reviewed. The Grandview project is nearing ompletion and will open in 2014. In addition, we have to maintain ur equipment and current facilities.

We did make some progress in 2013 by purchasing land on Great leadow Road for a future fire station and the old bank building djacent to Town Hall for general government needs. We also were ble to implement new funding programs for yearly capital needs to nprove our infrastructure needs.

Financial planning for all this is going to be a key focus in the pcoming years. We are going to continue to spend some time and nalysis in drawing up a capital plan and look forward to discussing nis as we move forward.

inancial Stability

The Town has performed admirably when it comes to financial ability. Over the years, the Town has been conservative when ealing with your tax dollar. As noted above, the commercial base Nat we enjoy has afforded us the opportunity to be fiscally nservative while maintaining a high level of service. The Town has een fortunate to be able to maintain services at the level we do ithout having to impose higher property taxes or onerous fees. We ave not had to consider layoffs or a reduction of services as many lassachusetts communities have. We continue to forecast all xpected revenues very conservatively while moderating the growth f our overall budget. This past year, our overall growth in the udget was slightly below 4% while our tax levy increased at 3.96%. urlington increased its amount to $3,281,000 below our allowed xing capacity. We have a Stabilization Fund of $6M with an dditional Other Post Employee Benefits Fund of $1,250,000. Our ee Cash was certified at over $9M for June 30, 2012. This Free ash will allow us to start the new year in a reasonable fiscal osition. Our bond rating of AA+ was once again established by tandard & Poors. We will work to maintain this position for the own. We will be stressed with capital needs as we move into the ture. We will also need to continue to address information stems improvements as well as develop a facilities plan for the aintenance of our facilities.

Finally, the Board and the Administration want to express our ncere appreciation to all our committed volunteers who continue dedicate themselves to the community. We have a lot of people ho put time, love and dedication into what they do for the Town. here are so many boards, committees and positions that are eeded to make it all work. Burlington is a great place to live and it a direct result of our volunteers from across our entire community. ur professional staff in the Selectmen's Office makes a great team nd we thank them for all that they do for us and the Town. Our affs in all our departments are truly terrific. We can certainly say at we are proud of our operations and the people that make it work. Thank you for all you do for our citizens. And, of course, we wish to thank all of our residents who hold us accountable for the professional operation of this wonderful Town. We work hard in trying to understand your expectations and we are committed to doing our best to meet the standards and expectations set by others before us. Please do not forget to vote in local elections and to be an active participant in the community that we all love. It is a true privilege to serve our constituencies and we wish you all a wonderful year ahead.

Respectfully submitted,

The Board of Selectmen:
Robert C. Hogan, Chairman
Michael S. Runyan, Vice-Chairman
Ralph C. Patuto, Member
Daniel J. Grattan, Member
Christopher E. Hartling, Member

Administration:
John D. Petrin, Town Administrator
Thomas F. Hickey, Assistant Town Administrator

Professional Staff:
Pauline Gillingham, Office Manager
Sandra Madigan, Principal Clerk
Jean Gallant, Senior Clerk

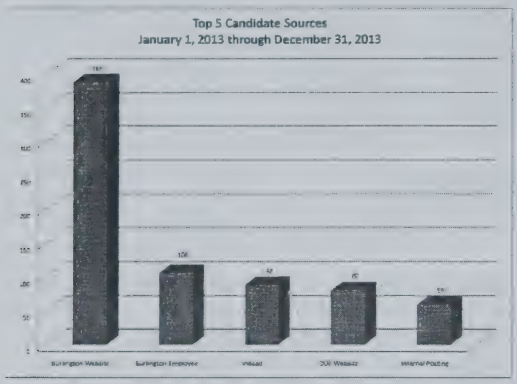
HUMAN RESOURCES

The Human Resources function plays an important role for all Town and School employees by working in partnership across all departments on issues such as recruitment/retention, training, employee/labor relations, ensuring compliance with all employment-related laws & regulations, and many other areas focusing on quality of the work environment for all employees. The Human Resources Department serves as an employee advocate and a management partner, a delicate balance at times. As a municipality we are charged with providing a wide range of services to our residents and visitors, all of which are delivered by our employees; therefore our employees are our most important commodity.

I am pleased to submit a summary of happenings within the Human Resources Department during 2013.

The Human Resources Office participates in the hiring of all permanent positions within the Town of Burlington, including administrative and other Central Office positions within the Burlington Schools. The Human Resources Office is usually the first point of contact for any new employee to Burlington. It is important for the Human Resources Department to understand the needs of our departments and communicate that information to prospective

candidates, as well as to display the Town of Burlington in a positive and professional light to any candidates. All of our position openings are posted on the Human Resources page of the Town's website, as well as in Town buildings. We strive to reach the most appropriate candidate pool and therefore will also post in the local newspaper and/or trade publication as the situation dictates, as well as career-oriented websites. The Human Resources Office will also occasionally participate in career fairs and partner with the career development offices of local colleges and universities by sharing our postings with their students/alumni. As an indication of our strong presence as a desirable workplace, our Town website has generated the most applicants during 2013:



During 2013 the Human Resources office was involved in the hiring of 13 Town employees. It has been three years since the Town has opted out of the state's Civil Service system for non-public safety positions. This past year, we filled four of our positions through an open process rather than through the parameters of Civil Service. I am pleased to report that three of these former Civil Service positions were filled with current or past Burlington residents, and all were filled with current or former Burlington employees. In total, we received applications from 259 candidates for these open positions, 71 of which were Burlington residents. From our pool of applicants, we conducted interviews with 48 candidates. Of those interviewed, 26 were Burlington residents, and on 8 occasions we hired either a current or former Burlington resident.

I am extremely pleased to report that five Burlington employees were promoted during 2013 as follows:

Employee Name	Former Position
Kevin Crehan	Saturday Van Drive
William Ellis	Special Heavy Equip. Operator
Christopher Hayes	DPW Season – Cemetery Div.
Mary Hamel	Part Time Building Custodian
Kevin Mehigan	Lead Custodian

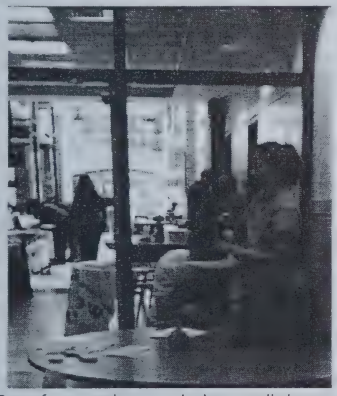
These individuals have demonstrated a dedication to providin excellent service to the Town of Burlington, and have becom successful in their new positions. It is always fulfilling to hel Burlington employees advance in a career with the Town.

Of particular note, 2013 was a landmark year for the Huma Resources Office. We welcomed Cheralyn Rosati to our professiona staff as the Town's first Human Resources Coordinator. Cheralyn is former Burlington resident and brings years of valuable Huma Resources experience to Burlington, most recently from her work a the American Red Cross. The addition of this position into th department has had a tremendous impact on streamlining som processes that could not have been accomplished in a one-perso department. It also ensures more availability and resources for th office to meet the needs of the Town and School staff and to ou external customers. Cheralyn has quickly built positive relationship with the staff and has proven herself capable of handling an function of the Human Resources Department. It is also exciting t see the expansion of some of the Department's offerings that ar starting to occur. Not only has the Human Resources Departmen expanded in personnel, we have also relocated to a more suitabl space to accommodate our staffing, as well as our visitors. You ca find us now in the lower level of Town Hall, directly across from th elevator.

One new initiative that the Human Resources Office ha introduced in 2013 is a monthly employee professional developme series. We understand the importance of ensuring that ou employees are able to succeed in their current positions, as well a prepare them for any promotional opportunities that they would lik to pursue. After surveying the employees, we developed a series topics that provide education in a wide variety of topics, includin time management, computer software programs, customer servic and an introduction to our new email system. Each training sessio is an hour in length, and focuses on a specialized area, the go being to help our employees retain and apply what they learne Topics will build as the series develops, and we are continua seeking feedback from our employees for areas of interest.

The Human Resources Department is also focused on offerin wellness initiatives for all Town and School employees. Some of t highlights during 2013 include another successful Weight Watche at Work program, as well as offering a yoga class. These prograr were available to all Burlington employees, Town and School-wi The department hosted a Wellness Fair at Memorial Element School which included free health screenings, fitness and nutriti

formation, and chair massages. The fair was made possible in eat part by the Burlington business community. The department ached out to many local wellness providers, fitness centers, and ops, all of whom generously provided their time and resources to eate a truly spectacular event. Seeing so many wonderful wellness sources available at this event, shows that this would be valuable provide on an ongoing basis.



One of our employees enjoying a well-deserved massage at our Wellness Fair
Photo by: Joanne Faust

The Human Resources Department is also mindful of the nportance of family to our employees. We try to extend our ellness initiatives to the family for many reasons, to include support f our initiatives, helping our employees feel that they and their milies are receiving appropriate care, and improving the overall ealth of the household. To that end, the Human Resources epartment offered a workshop during the School Department's rofessional Development Conference focusing on time anagement strategies for working parents. This was made vailable to all Town employees as well as those in attendance at the onference. Additionally, in conjunction with our benefits staff, we ntroduced an educational program for employees and family nembers who have been diagnosed with diabetes. These ndividuals can now access a benefit called the Good Health Gateway here they receive information to assist their management of iabetes from a nursing staff, as well as incentives when they omplete activities and screenings that have been shown to reduce omplications associated with diabetes. Employees and family nembers who are enrolled in the Town's insurance plans are eligible o participate and can find further information at ww.goodhealthgateway.com.



Soggy members of Team Burlington
Photo by: Larry Warfield

During 2013 the Human Resources Department once again sponsored a group entry into the 3rd Annual Harvard Pilgrim Corporate 5K Road Race. The race began and finished at Holman Stadium in Nashua, and took our runners through a beautiful and historic area of the city. Team Burlington was 19-members strong, and given that the event was held during one of the more brutal rainstorms of the spring, our members showed tremendous spirit. We were proud that Daniel McCormack once again received an award for placing as one of the top finishers in his age bracket with a time of 21:48. Team member Andy Dexter was close behind with a time of 22:10. This was a challenging event due to the rain and unseasonable chill that night, so I'm extremely proud of all members of Team Burlington for their toughness that day. Let's hope for much better weather to enjoy this beautiful course next year!





Daniel McCormack and Adam Dexter representing Team Burlington
Photos by: Nuvision Action Image

The accomplishments of the Human Resources Department are due in great part to the support of Town Administrator John Petrin and School Superintendent Eric Conti. Their guidance, assistance, and confidence in the endeavors of the Human Resources Office are acknowledged and appreciated. I am also very thankful to have such wonderful assistance from Pauline, Jean, Sandi, and Vanessa in the Town Administrator's Office, as well as Denise and Rosemary in the School's Central Office. I'm also extremely thankful for Cheralyn in the new Coordinator's position and the work that she has accomplished in her first year. I'm looking forward to a productive and exciting 2014.

Respectfully submitted,

Joanne M. Faust, SPHR
Human Resources Director

TOWN COUNSEL

During 2013, Town Counsel handled a number of litigation matters. In addition, the firm rendered numerous legal opinions to various Town boards, approved contracts as to form, and handled several real estate transactions. There are currently four active litigation cases involving the Town. Five cases were resolved in 2013.

Town Counsel continues to work closely with the Planning Department providing advice on a number of development projects, including the Muller Glen Open Space Residential Development. We have also been advising the Board of Health regarding several enforcement matters.

We extend our appreciation to the Board of Selectmen for their confidence in retaining this firm, and appreciate the assistance and cooperation on all matters from the Board of Selectmen, Town Meeting, the Town Administrator, department heads, boards, committees, and other Town personnel. We look forward to working with the members of the Town government in the future.

Respectfully submitted,

John W. Giorgio
Kopelman and Paige, P.C.
Town Counsel

TOWN CLERK

The office of Town Clerk continues to be a valuable source for information and records for residents and businesses. We handle vital records, business records, and administrative paperwork for the town. Our office oversees the updating of the Town website and we work with the other town departments to keep that information up-to-date and accurate. The website is another valuable resource to the residents of the town and to businesses interested in Burlington; our address is www.burlington.org.

Elections are another major focus for the Clerk's office. Usually odd-numbered years are one-election years, but the selection o John Kerry as Secretary of State opened up his seat in the U S Senate, and we ran two special elections in the spring. These were statewide elections and the voter turnout was low throughout the state; our turn-out was 17% for the primary and 30% for the genera The staff, election Wardens, Clerks, and checkers are all to b commended for the terrific job they do with every election, assuring the integrity of the process and safeguarding our votes. We too this time to do some cross-training of election workers as well. Th schools also did a great job with helping us since we use the Hig School for our polling locations, thank you to the staff involved wit those efforts and helping us run efficient election days.

This year we participated with the state on completing th implementing of a statewide birth registration system. With th phase finishing, next year we will see the roll out of the deat registration system. We expect the implementation of this system t improve the efficiency of the office. We also reviewed and evaluate procedures this year. Training new staff in the office gave us th opportunity to test our procedures and update them as needed.

Our total revenue generated in 2013 was $155,416, a 5 % increas over last year. During this year we continued to expand our use online and in-house electronic forms. The public response has bee positive, residents like being able to fill out forms online and eith email or mail them into the office.

Finally I'd like to thank my staff, Linda McNeill, Janice Archer, Li Crockett, Daniel McCormack and our newest member Julie Michut for all their hard work through the year. As a team we are able serve the town of Burlington effectively and with a smile!

Respectfully submitted,

Amy E. Warfield
Town Clerk

VITAL STATISTICS

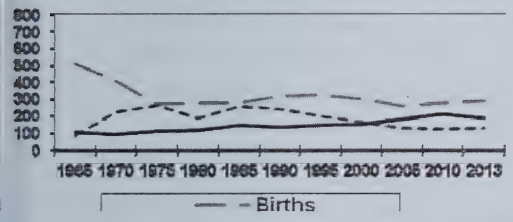
HISTORICAL PROFILE

The following Births, Marriages, and Deaths were recorded in the ffice of the Town Clerk. The figures for marriages and deaths are otal records in our office, Burlington residents are reflected in the nal column.

his data is as of December 31, 2013

ote: Lahey Clinic opened in 1980, Long Meadow Assisted Living 999, Sunrise Assisted Living 2005, Stonebridge Assisted Living 2013

	Births	Marriages	Deaths	Resident Deaths
965	509	80	99	
970	406	217	87	
975	265	263	105	
980	271	185	113	
985	275	253	403	140
990	318	240	472	132
995	322	196	532	142
000	297	161	705	150
005	257	123	788	177
010	275	119	841	205
013	283	128	877	187



VOTING STATISTICS

VOTES CAST

TOWN ELECTION	Pct 1	Pct 2	Pct 3	Pct 4	Pct 5	Pct 6	Pct 7	Total	%
2001	550	267	535	505	560	527	---	2944	21%
2002	419	188	361	386	433	416	---	2197	16%
2003	611	330	632	554	733	612	---	3472	25%
2004	860	430	748	629	906	845	---	4410	32%
2005	547	214	444	424	439	420	---	2488	18%
2006 (Incl. Ref.?)	1090	542	991	830	1108	1032	---	5593	40%
2007	407	183	420	315	425	418	---	2168	16%
2008	619	263	615	483	630	600	---	3210	22%
2009	661	346	662	565	707	658	---	3559	24%
2010	660	343	610	491	682	687	---	3473	23%
2011	446	222	495	345	427	470	---	2405	16%
2012	461	233	538	390	503	476	320	2921	19%
2013	344	129	334	283	343	316	151	1897	12%

SPECIAL ELECTIONS									
REF 1985	1492	1224	1361	1277	---	---	---	5354	41%
REF 1991	1234	1338	1108	770	930	1093	---	6473	49%
PROP 2 ½ 1994	718	385	667	672	768	735	---	3945	28%
SLCTMN 1997	457	198	353	331	368	408	---	2115	15%
PROP 2 ½ 2003	1113	592	1036	878	1177	1079	---	5875	42%

PRESIDENTIAL PRIMARIES									
Mar-00	824	550	861	767	791	791	---	4584	32%
Mar-04	452	305	452	417	509	439	---	2574	18%
Mar-08	1343	1052	1444	1050	1262	1174	---	7325	50%
Mar-12	371	205	326	322	379	375	260	2238	15%

STATE PRIMARIES									
Sep-00	126	70	171	135	171	160	—	813	8%
Sep-02	701	447	747	612	729	666	—	3902	28%
Sep-04	144	96	195	154	180	162	—	931	7%
Sep-06	664	474	692	575	663	647	—	3715	27%
Sep-07 **	554	339	574	487	561	509	—	3014	21%
Sep-08	467	309	524	431	509	461	—	2701	18%
Dec-09 ***	587	426	692	487	582	552	—	3326	22%
Sep-10	305	228	337	261	313	262	—	1706	11%
Sep-12	353	162	288	267	332	288	222	1,912	13%
April-13***	446	243	439	400	436	384	313	2,661	17%

STATE/PRESIDENTIAL									
Nov-00*	2133	1582	2028	1828	2001	2000	---	11572	79%
Nov-02	1726	1199	1693	1378	1738	1630	---	9364	66%
Nov-04*	2279	1719	2170	1731	2174	2087	---	12160	83%
Nov-06	1741	1323	1728	1369	1685	1634	---	9480	70%
Nov-07 **	221	148	217	215	243	230	---	1305	9%
Nov-08 *	2281	1929	2476	1775	2245	2149	---	12855	84%
Jan-10 ***	1748	1319	1763	1267	1683	1581	---	9361	61%
Nov-10	1730	1379	1815	1303	1663	1585	---	9475	63%
Nov-12	2,255	1,443	1,939	1,750	2,097	2,076	1,848	13,408	86%
June-13***	817	435	734	648	731	703	553	4621	30%

\# 7th Precinct added in 2012

* Denotes Presidential Election

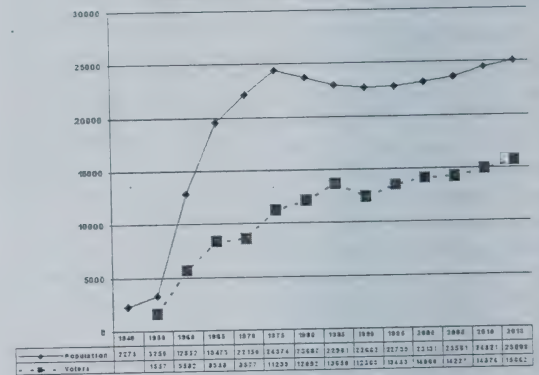
** Special State Senate Elections

*** Special US Senate Elections

BOARD OF REGISTRARS

Working with the Town Clerk's office the Board of Registrars are responsible for overseeing Elections and Voter related issues. Following are profiles and historical data on voters and voter registration for 2013.

POPULATION/REGISTERED VOTERS
Based on Annual Town Census



Year-End Summary

742	# of residents registered and added to the rolls
522	# of residents dropped from the rolls
524	# of voters placed on the inactive rolls
2678	# of persons eligible but not registered
85	% eligible residents registered to vote
317	Registration Forms sent to 18 yr. olds
105	Mail-In Registrations Received from 18 yr. olds

Age Group	1990	1995	2000	2010	2013	Since 1990	Since 2000
0-10	2815	2955	2931	2703	2282	-18.9%	-22.1%
11-20	3160	2620	2833	987	3014	-4.6%	6.4%
21-30	3889	3476	2500	2644	2779	-28.5%	11.2%
31-40	3311	3877	3624	2950	2892	-12.7%	-20.2%
41-50	3062	3208	3378	3660	3490	14.0%	3.3%
51-60	3031	2712	2905	3220	3440	13.5%	18.4%
61-70	1756	2220	2325	2546	2738	55.9%	17.8%
71-80	672	926	1398	1844	1937	188.2%	38.6%
81-90	220	270	417	922	1137	416.8%	172.7%
91+	24	34	75	133	188	683.3%	150.7%
Unknown	722	442	745	912	1111	53.9%	49.1%
Total	22662	22740	23131	22521	25008	10.4%	8.1%

2013 has been a quiet year for The Board of Registrars, altho there were two more elections than first planned for. Due to promotion of John Kerry to Secretary of State, we were require

ın a Special Primary and State election to fill his seat. These ections did require the Board to meet a couple of times to review ıe overseas ballots received back due to these being Federal ections. We welcomed a new Republican member Adam Senesi to ıe board and he helped work the June Special Election working the nitted voters table.

espectfully submitted,

ny E. Warfield
anne S. Ganley
mer Bud Larson
dam Senesi

TOWN OF BURLINGTON

FINAL TOTAL TALLY SHEET
April 6, 2013
Election

Eligible Voters 15,852
Total Votes Cast 1,897
Percent 12.12%

PRECINCT	1	2	3	4	5	6	7	GRAND TOTAL	Student Vote
TOTAL VOTES CAST	344	129	331	283	343	316	151	1,897	77
MODERATOR - 1 YR (1)									
Blanks	88	40	94	78	89	96	44	529	13
Charles A. Murphy	251	82	233	202	250	217	105	1,340	64
Write-ins	5	7	4	3	4	3	2	28	0
TOTAL	344	129	331	283	343	316	151	1,897	77
SELECTMEN - 3 YR (2)									
Blanks	136	46	137	85	121	124	56	705	26
Robert C. Hogan*	246	85	195	194	231	221	104	1,276	39
Christopher E. Hartling	216	82	234	188	244	185	85	1,234	60
Virginia E. Mooney	88	44	95	99	90	101	57	574	27
Write-ins	2	1	1	0	0	1	0	5	2
TOTAL	688	258	662	566	686	632	302	3,794	154
ASSESSOR - 3 YR (1)									
Blanks	89	50	99	92	93	107	48	578	14
Catherine O'Neil*	254	79	231	190	249	208	103	1,314	61
Write-ins	1	0	1	1	1	1	0	5	2
TOTAL	344	129	331	283	343	316	151	1,897	77
TREASURER/COLLECTOR - 3YR (1)									
Blanks	81	34	77	82	96	96	39	505	14
Brian P. Curtin*	259	95	251	200	246	219	110	1,380	62
Write-ins	4	0	3	1	1	1	2	12	1
TOTAL	344	129	331	283	343	316	151	1,897	77
SCHOOL COMMITTEE - 3 YR (2)									
Blanks	188	92	209	186	201	214	97	1,187	32
Christine M. Monaco*	242	82	214	188	237	209	96	1,268	59
Thomas F. Murphy, Jr.*	256	84	229	191	247	209	106	1,322	61
Write-ins	2	0	10	1	1	0	3	17	2
TOTAL	688	258	662	566	686	632	302	3,794	154
LIBRARY TRUSTEES - 3 YR (2)									
Blanks	224	93	208	178	243	235	89	1,270	41
Steven E. Wasserman*	226	80	227	186	215	199	104	1,237	54
Phillip A. Gallagher	235	85	225	201	228	198	109	1,281	59
Write-ins	3	0	2	1	0	0	0	6	0
TOTAL	688	258	662	566	686	632	302	3,794	154
PLANNING BOARD - 5 YR (1)									
Blanks	106	52	110	96	111	113	53	641	18
Ann M. Cummings.*	237	77	219	185	232	202	97	1,249	58
Write-ins	1	0	2	2	0	1	1	7	1
TOTAL	344	129	331	283	343	316	151	1,897	77
BOARD OF HEALTH - 3 YR (2)									
Blanks	224	104	208	184	235	237	99	1,291	44
Wayne S. Saltsman *	234	76	231	189	227	202	99	1,258	56
Edward J. Weiner *	230	78	222	191	223	193	103	1,240	53
Write-ins	0	0	1	2	1	0	1	5	1
								0	
TOTAL	688	258	662	566	686	632	302	3,794	154
FIRST CONSTABLE - 3 YR (1)									
Blanks	54	13	60	41	52	62	12	294	8
William F. Pepicelli*	194	64	149	160	195	187	88	1,037	44
Dennis C. Otis	96	52	121	82	96	67	51	565	25
Write-ins	0	0	1	0	0	0	0	1	0
TOTAL	344	129	331	283	343	316	151	1,897	77
SECOND CONSTABLE - 3 YR (1)									
Blanks	103	47	92	92	94	84	45	557	17
Anthony J. Sala*	240	82	238	189	249	232	105	1,335	59
Write-ins	1	0	1	2	0	0	1	5	1

TOTAL	344	129	331	283	343	316	151	1,897	77
HOUSING AUTHORITY - 5 YR (1)									
Blanks	117	53	110	98	117	117	56	668	17
James H. Langley, Jr*	225	76	220	184	224	199	95	1,223	58
Write-ins	2	0	1	1	2	0	0	6	2
TOTAL	344	129	331	283	343	316	151	1,897	77
RECREATION COMM. - 3 YR (1)									
Blanks	26	14	30	16	16	24	9	135	2
Kristine E. Brown*	238	83	219	199	242	200	93	1,274	56
James M. Mennitto	80	32	81	68	85	92	49	487	19
Write-ins	0	0	1	0	0	0	0	1	0
TOTAL	344	129	331	283	343	316	151	1,897	77
PRECINCT 1									
TOWN MEETING - 3 YR (6)									
Blanks	591							591	
Bradford D. Bond*	219							219	
John M. Glynn, II*	220							220	
Maureen Monaco Ryan*	223							223	
Gregory F. Ryan*	221							221	
Christian N. Delaney	189							189	
Elizabeth W. Gianino	215							215	
Adam Senesi	186							186	
Write-ins	0							0	
TOTAL	2,064							2,064	
PRECINCT 2									
TOWN MEETING - 3 YR (6)									
Blanks		234						234	
William C. Beyer*		76						76	
Angela J. Hanafin*		100						100	
Daniel J. Hanafin*		97						97	
Cynthia J. Phillips*		79						79	
Doug R. Davison		67						67	
Patricia A. O'Brien		70						70	
Richard D. Sarno		50						50	
Write-ins		1						1	
								0	
TOTAL		774						774	
PRECINCT 2									
TOWN MEETING - 1 YR (2)									
Blanks		251						251	
Write-ins Richard Sarno		3						3	
Write-ins Lisa Cline		2						2	
Write-ins All others		2						2	
TOTAL		258						258	
PRECINCT 3									
TOWN MEETING - 3 YR (6)									
Blanks			682					682	
Sean P. Connors*			236					236	
Shari Lynn Ellis*			211					211	
David F. Fitzgerald*			215					215	
Paul A. Valleli*			208					208	
Faydeen A. Saterlale			227					227	
Martha A. Simon			202					202	
Write-ins			5					5	
TOTAL			1,986					1,986	
PRECINCT 4									
TOWN MEETING - 3 YR (6)									
Blanks				450				450	
Gerald Beuchelt*				158				158	
Thomas D. Coniey, Jr.*				206				206	
Mark V. Gerbrands*				182				182	
Constance K. McElwain*				185				185	
William G. Poehler*				199				199	
Sally Willard*				170				170	
John T. Sullivan				141				141	
Write-ins				7				7	
TOTAL				1,698				1,698	
PRECINCT 5									
TOWN MEETING - 3 YR (6)									
Blanks					692			692	
Sherri L . Baker*					225			225	
Mark W. DeCost*					234			234	
Adrienne C. Gerbrands*					237			237	

Joanne L. Kinchla*					233			233
Mary Ellen Osowski*					227			227
Larry A. Way					208			208
Write-ins					2			2
TOTAL					2,058			2,058
PRECINCT 5								
TOWN MEETING - 1 YR (2)								
Blanks					222			222
Richard J. Melo					224			224
Michele Prendergast					238			238
Write-ins					2			2
TOTAL					686			686
PRECINCT 6								
TOWN MEETING - 3 YR (6)								
Blanks						879		879
Jaclyn B. Killilea*						198		198
Thomas C. Killilea*						203		203
David F. Peterson*						192		192
Robert G. Schiansky*						197		197
Teresa Tarpey Clement						204		204
*Write-in Daniel DiTucci, Jr						6		6
All other Write-ins						17		17
TOTAL						1,896		1,896
PRECINCT 7								
TOWN MEETING - 3 YR (6)								
Blanks							606	606
Miriam R. Kelly*							105	105
Lorraine J. Wassermann*							102	102
David R. Van Camp							91	91
Write-in Maria C. O'Connor							1	1
Write-in Richard Giacchino							1	1
								0
Write-ins All others							0	0
TOTAL							906	0
PRECINCT 7								
TOWN MEETING - 2 YR (2)								
Blanks							296	296
Write-ins Roger Morrison							1	1
Write-ins William J. Devereaux							1	1
Write-ins All others							4	4
TOTAL							302	302

The polls were open at 8:00 A.M. at the Burlington High School. All precinct workers were sworn in by the Wardens, machines and ballot boxes were all checked, memory packs were sealed, and all counters were set at zero. The polls closed at 8:00 P.M.

Wardens:	Votes Cast	Registered Voters	%
Prec. 1 Sally Willard	344	2,576	13.4%
Prec. 2 Eleanor O'Connell	129	1,716	7.5%
Prec. 3 Elaine Perachi	331	2,265	14.6%
Prec. 4 Patricia Stanford	283	2,093	13.5%
Prec. 5 Joan Hastings	343	2,448	14.0%
Prec. 6 Jim Shramek	316	2,410	13.1%
Prec. 7 Elliot Chikofsky	151	2,142	7.0%
		15,852	
	Inactive Voters	1,116	

The above figures includes 206 Absentee Ballots cast by precinct as follows: 1=34, 2=15, 3=38, 4=42, 5=32, 6=29, 7=16.

VOTER PROFILE:	AGE	TOTAL	%
	18-30	79	4.2%
	31-40	77	4.1%
	41-50	430	22.7%
	51-60	407	21.5%
	61-70	350	18.5%
	71-80	390	20.6%
	80+over	164	8.6%
	Total	1897	

WEATHER: 30's and sunny, but windy.

*Denotes Candidate for Re-election

Attest:
Amy E. Warfield, CMC

TOWN OF BURLINGTON

TOTAL TALLY SHEET - Special Primary Election

April 30, 2013
Election

Eligible Voters 15,597
Total Votes Cast 2,662
Percent 17.1%

PRECINCT	1	2	3	4*	5	6	7	TOTAL
Democrat	318	171	322	289	311	291	239	1,941
Republican	128	72	117	111	125	94	74	721
								0
TOTAL VOTES CAST	446	243	439	400	436	385	313	2,662
Senator in Congress	DEMOCRATIC PARTY							
Blanks	0	0	0	0	0	0	0	0
Stephen F. Lynch	164	69	137	138	159	155	118	940
Edward J. Markey	154	101	185	151	151	134	121	997
Write-ins	0	1	0	0	1	2	0	4
TOTAL	318	171	322	289	311	291	239	1,941
Senator in Congress	REPUBLICAN PARTY							
Blanks	0	0	0	0	0	0	0	0
Gabriel E. Gomez	56	25	48	59	63	51	29	331
Michael J. Sullivan	59	41	58	43	52	39	32	324
Daniel B. Winslow	13	6	11	9	9	4	12	64
Write-ins	0	0	0	0	1	0	1	2
TOTAL	128	72	117	111	125	94	74	721

The polls were open at 7:00 a.m. at the Burlington High School. All precinct workers were sworn in by the Wardens. The machines and ballot boxes were all checked, memory packs were sealed, and the counters all read zero. The polls closed at 8:00 p.m.

Wardens:	Votes Cast	Registered Voters	%	% of Total Voting	
Prec. 1 Sally Willard	446	2,572	17.3%	DEM	72.92%
Prec. 2 Eleanor O'Connell	243	1,680	14.5%		
Prec. 3 Paul Raymond	439	2,266	19.4%	REP	27.08%
Prec. 4 Patricia Stanford	400	2,092	19.1%		
Prec. 5 Joan Hastings	436	2,433	17.9%		
Prec. 6 James Shramek	385	2,407	16.0%		
Prec. 7 Steven Wasserman	313	2,147	14.6%		

The above figures include 142 Absentee Ballots cast by precinct as follows: 1=13, 2=14, 3=24, 4=32, 5=24, 6=16, 7=19

* contains UOC Absentees (2)
Weather: Sunny and in the 60s

Attest:
Amy E. Warfield
Town Clerk

TOWN OF BURLINGTON

TOTAL TALLY SHEET - Special Primary Election

June 25, 2013
Election

# Eligible Voters	15,426
Total Votes Cast	4,622
Percent	30.0%

PRECINCT	1	2	3	4	5	6	7	TOTAL
TOTAL VOTES CAST	817	435	734	648	731	704	553	4,622
Senator in Congress								
Blanks	0	0	1	0	0	0	0	1
Gabriel E. Gomez	459	207	371	328	411	402	277	2,455
Edward J. Markey	353	222	357	316	317	298	272	2,135
Richard A. Heos	3	5	3	2	2	1	4	20
Write-ins	2	1	2	2	1	3	0	11
TOTAL	817	435	734	648	731	704	553	4,622

The polls were open at 7:00 a.m. at the Burlington High School. All precinct workers were sworn in by the Wardens. The machines and ballot boxes were all checked, memory packs were sealed, and the counters all read zero. The polls closed at 8:00 p.m.

Wardens:	Votes Cast	Registered Voters	%
Prec. 1 Sally Willard	817	2,552	32.0%
Prec. 2 Eleanor O'Connell	435	1,663	26.2%
Prec. 3 Paul Raymond	734	2,251	32.6%
Prec. 4 Patricia Stanford	648	2,059	31.5%
Prec. 5 Joan Hastings	731	2,392	30.6%
Prec. 6 James Shramek	704	2,392	29.4%
Prec. 7 Steven Wasserman	553	2,117	26.1%
	Total	15,426	

The above figures include **Absentee Ballots cast by precinct as follows:
1=63, 2=49, 3=69, 4=60, 5=70, 6=43, 7=54 Total 408
** contains three (3) UOC Absentees
Weather: Hot and dry in the mid 90s

Attest:
Amy E. Warfield
Town Clerk

ARCHIVES

Self-sufficiency is a virtue to which the Archives has always spired. Yet, a year when we set new marks for services and cquisitions would not have been possible without an equally high evel of cooperation from our patrons, the public, and other unicipal departments. More than anything else, 2013 was marked y the kind of cooperation that helped us achieve a great deal and romises even more as we continued in our second decade of ervice.

The Archives strives to perform a range of records-related service o the town, its residents, taxpayers, and ratepayers, at a low cost nd without interruptions in service. Our services address records roughout their lifecycle, from creation through their use and ventual fate, whether that might be destruction or long-term orage.

During the past year, we set records in a number of service areas, cluding reference, accessions, and document destruction. Along e way, we provide safekeeping, consultation, and retrieval services. one of these takes place in isolation – rather, the efforts and xpertise of many different people is the real key to how well it orks.

Reference requests had been increasing over the past several ears and in 2013 passed their previous marks, largely due to a reater number of internal requests resulting from changes in gulations related to retirement issues. Requests relating to this tirement buyback accounted for nearly all of the 9 percent increase requests we saw this year over 2012. Internal requests thus utpaced external inquiries by a margin of 540-362. We were able to mplete these requests with the assistance and patience of ersonnel in the Treasurer's office and at the School Department.

Acquisitions, in contrast, fell in volume from the very large nount that came down to us in 2012. We received slightly over 85 et of records, largely from finance-related or transaction-intensive partments, such as the Assessors, Treasurer/Collector's and ccountant's offices. Accessions from non-financial departments re led by the Board of Health, which sent 36.5 feet of documents, largest transfer of records in nine years. The work of accessioning d transferring documents is time-consuming; however the owledge that departments have of their information ensures that e process moves along quickly and smoothly.

Preserving history is also a focus of the Archives and in 2013 we ovided technical assistance and advice to the Historical mmission in programming and facilities. The archivist assisted mmission members who have taken on the arduous task of oving collections inside of the Museum in anticipation of repairs d upgrades to the building. Commission members are to be mmended for taking a long view of their responsibility for epherding the many artifacts and programs that represent and reflect the town's heritage. We will continue assisting them in 2014 as the Grandview Farm project is finished and rehabilitation continues at the Museum.

In early November, you may have seen several custodians and the Archivist carrying a set of cabinets from the library to the Town Hall. For years those cabinets held microfilm used by library patrons. When the library was getting new furniture and reconfiguring its spaces, Library Director Lori Hodgson offered their old cabinets to the archives – a gift we gladly accepted. That worked out for us very well, and through their generosity we can provide safe housings for our micrographic resources in cabinets that would have cost us thousands if purchased new.

We have many examples of inter-departmental cooperation, far too many to mention in a short report. We know about laws relating to records and information, but the personnel in various departments know their records and their businesses better than us. Ongoing conversations like this create space for them while teaching us enough to help serve them better in the future.

Every task we undertake highlights the need for cooperation and taking a professional approach to records and information management pays off for everyone. When we communicate, we save time, we operate according to standards, and we bring efficiency to our tasks - we work better, faster, and cheaper. Your Archivist continued assisting the field in the standards development/dissemination process as liaison from the Society of American Archivist's Lone Arranger's Roundtable to its Standards Committee. Meanwhile, he was also one of seven records managers who contributed to the development of a technical manual on auditing records programs for compliance on behalf of the Association of Records Managers and Administrators (ARMA). These involvements, as well as continuing work on the Membership and Nominating Committees of New England Archivists, provide valuable exposure to continuing developments in the field and allow us to take advantage of the expertise and experience of other professionals.

Last year, your Archivist was invited by Secretary of State William F. Galvin to serve as a member of the state Historical Records Advisory Board (SHRAB), and throughout the year he participated in meetings and events related to the Board's activities. At the end of 2013 the Archivist was appointed to a two-year term. As a member of the SHRAB, the Archivist will work with other professionals from throughout the state to bring our experience to help guide the state's historical records activities. In the end, we learn from our colleagues in the field and we reach those who can benefit from our experience

It is a privilege to serve as a member of the town's professional staff and especially to be part of the team of Town Clerk Amy Warfield. Mrs. Warfield along with Linda McNeill, Janice Archer and

Julie Michutka, bring a high level of service and efficiency that would be the pride of any community in Massachusetts or New England, for that matter. Cooperation and collaboration is the only way the Archives successfully accomplishes its tasks and the assistance offered by the Clerk and her staff is essential to allowing us to serve as a vital part of town government in Burlington.

Respectfully submitted,

Daniel McCormack, CA
Archivist/Records Manager

POLICE

Departmental Roster (as of 12/31/2013)

Chief of Police
Michael Kent

Captains
Thomas Duffy Gregory Skehan

Lieutenants
Steven O'Meara Robert Kirchner
Glen Mills Thomas Browne

Sergeants
Michael McDade Gerard McDonough
Michael DeBye Timothy Kirchner
Timothy McDonough Daniel Hanafin
Kevin Doherty Kevin Cooney
David H. McLean

Patrol Officers
Kevin Rogers Lyn Reynolds
Stephen Cross William A. Soda
Gary Burdick Paul Callahan
Edward Mackey David M. McLean
Spiros Tsingos Matthew Leary
Gary Redfern John Lynch
Richard Hanafin Peter Abaskharoun
Harry Sawyer, Jr. Michael Minichiello
Charles Ferguson, III Thomas Carlson
James Tigges Matthew Creamer
William Preston Roberto Reyes
Thomas Fournier Scott Lauder
Bernard Schipelliti David Outerbridge
Anne Marie Browne Vito Costa
Daniel Houston Sage Costa
Albert Gagne Domenic Grossi
Paul Glejzer William Trelegan
Robert Aloisi, Jr. Shane Thompson
Keith Sheppard Christopher Didonato
Joseph Papsedero Ryan Griffin
Stephen Papagno James Hanafin
John Thompson Kerry Mahoney

Clerical Staff
Rosemarie Tieri Paula Manzo Kate Curtis-Bozio

Civilian Dispatchers
Gail Fay June Connolly Eileen Barnard

Animal Control Officer
Gerry Mills, Jr.

Traffic Supervisors/Matrons
Helen Bulman, Head Traffic Supervisor
Helen Digan Maureen Rezendes
Nancy Bibbey Carol DeRosa
Maureen Robillard Donnalee Lozier
Carol Goodwin Carol Santoro
Claire Hogaboom Donna Fox
Diane Welch

Special Police Officers
Richard Hovasse, Sr. David Metzdorf
Harry Sawyer, Sr. Christopher Mason
Alfred Sciuto Robert Luz
Michael Joyce Sean Connors
William Faria Sharon Srabian
Christopher Priest Timothy Hovasse
Walter Bevis Garret Redfern
Gerald Mills, Jr. Timothy O'Meara
Gerald Hanafin Rick Hopkinson
Steven Pelrine

INTRODUCTION

Your Burlington Police Department continues to be one of th most highly regarded and professional police departments in th Commonwealth of Massachusetts. A large majority of Burlingto Police Officers were born, raised and choose to reside in th community they love. This is not the case in most polic departments. With intrinsic knowledge of their communi Burlington Police Officers are "problem solvers" and not just "repo takers".



2013 was marked with retirement and promotions. Lieutenant alter Bevis retired after over 40 years of dedicated service to the wn of Burlington. Thomas Browne was promoted to Lieutenant ng with Kevin Cooney who was promoted to Sergeant.



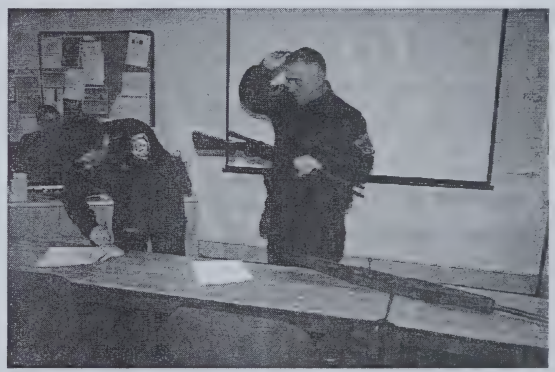
A Sergeant was added to the compliment of the Traffic Bureau; will assist in coordinating enforcement in high crash areas and aling with the day to day issues that arise from the volume of affic in Burlington.

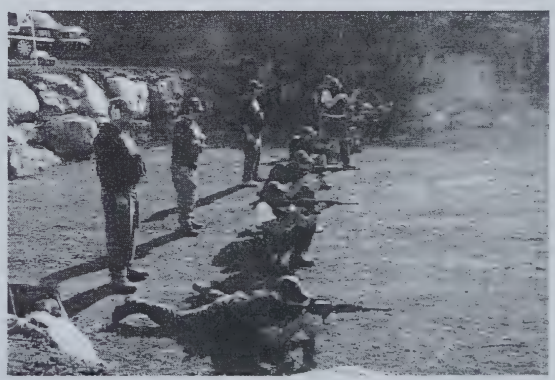
The April Marathon bombing called into play many police partments, including Burlington. Officers assigned to the North stern Massachusetts Law Enforcement Council (NEMLEC) were tivated shortly after the blasts to assist the Boston Police partment and worked tirelessly for long hours under difficult nditions to provide security against any subsequent attacks in the y. These same officers were dispatched to Watertown to assist in use to house searches for the remaining terrorist who had caped, the officers spent 20 hours searching until the suspect was prehended.

September saw the successful prosecution and conviction in the utal murder of Kristen Pulisciano. A number of Burlington officers stified during the trial. Our thoughts are with the victim's family.



Through a cooperative effort with the Burlington Interfaith Clergy Group and Wegman's Supermarket, a gun buyback was held in December on the anniversary of the tragic Newtown school shooting. 15 guns were turned over and will be destroyed.





The Burlington Police continued to assist with functions on the common, parades and other community events. Although these events have a budgetary impact on the department it's an important part of what makes Burlington the wonderful community that it is.

The Police Facility continues to be an albatross to modern policing. Having been designed more than 100 years ago to be a school it is not conducive to being a police station and creates serious safety issues for officers and the public.

I would like to thank everyone who helped the department in 2013, including Town Administrator John Petrin, the Board of Selectmen along with other boards and departments in town. The residents of Burlington have been very supportive of the police department, I thank them also.

Finally, I would like to thank the men and women of the Burlington Police Department for their hard work, courage and dedication to the citizens of Burlington.

Respectfully submitted,

Chief Michael Kent

Crime Overview

Type of Call	2012	2013	% change
51A filed (Child abuse/neglect notifications to DCF)	55	45	-18.18%
Abandoned Motor Vehicles	26	19	-26.92%
Arrests	190	181	-4.74%
Arrests (Warrant)	66	51	-22.73%
Arson	0	1	100.00%
Assaults	30	30	0.00%
Assaults (Dangerous Weapons)	4	6	50.00%
Assist FD (non Ambulance)	142	127	-10.56%
Assist Other Police/L.E. Agencies	129	129	0.00%
Attempted Murder	0	1	100.00%
ATVs; Dirtbikes; Go-carts	34	57	67.65%
B & E MVs - attempted	5	2	-60.00%
B & E MVs; Thefts from MV	135	99	-26.67%
Bomb Threats	2	1	-50.00%
Burglaries - Business/Commercial	23	3	-86.96%
Burglaries - Residential	27	25	-7.41%
Burglary attempts - Business/Commercial	4	2	-50.00%
Burglary attempts - Residential	0	2	200.00%
Child Abuse/Neglect/Endangered	18	11	-38.89%
Civil Matters	66	63	-4.55%
Computer/Internet Crime (non theft)	9	15	66.67%
Counterfeiting/Forgery	19	9	-52.63%
Credit/Debit Card Misuse	50	73	46.00%
Criminal Motor Vehicle Offenses	147	158	7.48%
Disturbances (Non domestic)	214	184	-14.02%
Domestic - Custody/Probate Issues	22	41	86.36%
Domestic - other	81	63	-22.22%
Domestic related harassment	26	42	61.54%
Domestic related WBC	24	17	-29.17%
Domestic Stand By	23	14	-39.13%
Domestics	233	186	-20.17%
Drug Offenses	114	108	-5.26%
Elder Issues/Abuse/Neglect	26	19	-26.92%
Enticement of a child for sex	1	0	-100.00%
Exposure (Indecent)	11	6	-45.45%
Fake/Altered License or ID	0	0	0.00%
False Police/Crime Report	3	2	-33.33%
Fatal Motor Vehicle Crashes	1	1	0.00%
Flim Flams	8	0	-100.00%
Fraud/Cons	23	41	78.26%
Gas leaks; odor of gas	30	28	-6.67%
Type of Call	**2012**	**2013**	**% change**
Group Home Incidents/Disturbances	12	12	0.00%
Harassment	56	41	-26.79%
Harassment Order Violation	0	0	0.00%
Harassment Orders - served/issued	8	4	-50.00%
Hazmat Incidents	2	3	50.00%
Identity Theft	24	21	-12.50%
K9 Activity	24	18	-25.00%
K9 Activity, Out of Town	30	30	0.00%
Kidnapping	1	0	-100.00%
License Plate Stolen	5	4	-20.00%
Liquor Violations; possession/transporting	29	19	-34.48%
Littering; Dumping	41	13	-68.29%
Malicious Damage / Vandalism	175	152	-13.14%
Miscellaneous	153	165	7.84%
Missing Persons	25	35	40.00%
Missing Persons Located	14	32	128.57%
Murder/Homicide	1	0	-100.00%
MV Complaints / Traffic issues	267	242	-9.36%

MV Thefts	13	11	-15.38%
MV Thefts; attempted	1	0	-100.00%
MVs towed for trespass/parking violations	12	15	25.00%
Neighbor disputes/issues	DNC	40	n/a
Noise Complaints	194	177	-8.76%
On-line Thefts/attempts/scams	12	1	-91.67%
OUI - Drugs	0	1	100.00%
OUI - Liquor	22	29	31.82%
Phone Calls / Text messages	61	49	-19.67%
Prescriptions; false/uttering false	3	9	200.00%
Prostitution	7	20	185.71%
Protective Custody	27	20	-25.93%
Psych incidents	42	47	11.90%
Rape	4	1	-75.00%
Receiving/Recovered Stolen Property	20	6	-70.00%
Recovered Stolen MVs in Burlington	8	4	-50.00%
Recovered MVs out of town stolen from Burlington	6	11	83.33%
Restraining Orders - served/issued	53	58	9.43%
Retail / Shoplifting	328	247	-24.70%
RO Violations	15	15	0.00%
Road Rage Incidents	19	20	5.26%
Robberies, Armed	4	2	-50.00%
Robberies, Unarmed	2	1	-50.00%

Type of Call	2012	2013	% change
Sex Offenses	4	2	-50.00%
Sexual Assaults	8	11	37.50%
Solicitors	47	74	57.45%
Sudden Deaths	27	19	-29.63%
Suicide Attempts or Threatened	25	38	52.00%
Suicides	1	0	-100.00%
Summonsed	259	268	3.47%
Susp persons; MVs; activity	796	745	-6.41%
Terrorist Screening Center Hits	DNC	2	n/a
Thefts / Larcenies - Attempted	3	4	33.33%
Thefts / Larcenies - other	216	121	-43.98%
Threats	31	23	-25.81%
Town By Law Violation	1	8	700.00%
Trees/Poles/Wires down	168	78	-53.57%
Trespassing	21	18	-14.29%
Using MV without authority	6	5	-16.67%
Warrant of Apprehension (non-criminal)	6	15	150.00%
Warrants Issued or Sought	2	2	0.00%
Weapons (Incidents involving weapons)	21	18	-14.29%
Well Being Checks	256	367	43.36%
Work Related injuries/deaths/accidents	0	3	300.00%
Youth Complaints	139	102	-26.62%

SOME INTERESTING NUMBERS FROM 2013

WEAPONS

17 Weapons were confiscated, recovered, or involved in incidents in 2013; This list also includes items that were used as a weapon during an incident.

Handguns	6
Knives	5
Rifles	2
BB/Pellet air pistols	2
Baseball bat	1
Box cutter	1

DRUG ACTIVITY

Marijuana	45
Syringes	26
Heroin	12
Other Narcotics/Pills	7
Drug Activity	6
Cocaine	4
Undetermined/Overdose	4
Oxycontin/Oxycodone	2
Crystal Meth	1

OPERATING UNDER THE INFLUENCE

First Offense	16
Second Offense	8
Third Offense	4
Fourth Offense	0
Fifth Offense	1
OUI Drugs	1

NON-CRIMINAL INCIDENTS

Type of Call	2012	2013	% change
911 misdials, hang ups, abandoned calls	644	706	9.63%
Alarms	1749	1622	-7.26%
Ambulance requests	1701	1725	1.41%
Animal complaints, bites, deceased	368	389	5.71%
Building checks	7731	10803	39.74%
Lockouts	304	314	3.29%
Notifications	48	49	2.08%
Open Doors/windows found	18	31	72.22%

ARRESTS/SUMMONS/ PROTECTIVE CUSTODIES

Summonses are criminal court complaints that are issued in lieu of an arrest. Protective custody is when a person is intoxicated and is taken into custody for their own protection. A person taken in for protective custody is not under arrest and protective custody is not a criminal charge. A warrant is sought and issued when a person is not in custody but the court system has found probable cause that the person committed a crime. Some detainees may have been both arrested and summonsed for multiple offenses for the same incident. The Arrest/Summons/Protective Custody breakdown is listed below.

2013 – TOTAL 552

Arrests	181	
Warrant Arrests	51	
Summonses	270	(and warrants sought or issued)
Protective Custodies	20	

OFFENDERS

Burlington	133
Boston	41
Billerica	37
Woburn	34
Lowell	31
Wilmington	13
Medford	11
Lawrence	9
Arlington	8
Lynn	8
Chelmsford	8
Waltham	8
Lexington	7
Bedford	6
Chelsea	6
Everett	6
Worcester	6
Dracut	5
Winchester	5
Homeless	2
Other MA Towns	99
New York	14
New Hampshire	11
Rhode Island	3
Maine	3
Connecticut	2
New Jersey	2
Florida	2
Washington State	1

GENDER

Males	360
Females	161
Businesses	1

MONTH

January	47
February	51
March	29
April	38
May	42
June	26
July	48
August	60
September	43
October	43
November	50
December	45

DAY OF THE WEEK

Sunday	53
Monday	82
Tuesday	74
Wednesday	50
Thursday	101
Friday	94
Saturday	68
Totals	522

SHIFT	
)0a – 4:00p	156
)0p – 12:00a	282
:00a – 8:00a	84

CRASH ACTIVITY

2012 Crash Total	2013 Crash Total
1193	1228

e totals do not necessarily include crashes that were of a very inor nature (requiring no report to the police) or accidents vestigated by the State Police.

TOP CRASH LOCATIONS	
Middlesex Tpk. (Burlington Mall)	101
)ute 95	56
Middlesex Tpk. (Middlesex Commons)	45
)ute 95 S	39
Cambridge St. (H Mart)	29
hey Clinic	24
Cambridge St. (Crossroads Plaza)	23
iddlesex Tpk./Mall Rd./Second Ave.	22
mbridge St./Bedford St.	16
mbridge St./Wayside Rd./Wall St.	16
inn St./Center St.	15

TYPES OF CRASHES	
operty Damage	852
rsonal Injury	130
t and Run	245
tal	1
JI Related	10

ROADWAY TYPE	
ghway	75
n/Off Ramp	36
rking Lots/Driveways	421
reets/Intersections	696

MONTH	
nuary	112
bruary	113
arch	94
ril	88
ay	113
June	99
July	112
August	96
September	89
October	88
November	95
December	129

DAY OF THE WEEK	
Sunday	127
Monday	154
Tuesday	189
Wednesday	203
Thursday	196
Friday	201
Saturday	158

SHIFT	
8:00a – 4:00p	671
4:00p – 12:00a	464
12:00a – 8:00a	93

CITATION ACTIVITY

2012 Citation Total	2013 Citation Total
3367	4258

TOP VIOLATIONS	
Speeding	815
Stop Sign/Red Light	752
Passing/Lane	324
Inspection Sticker	315
Improper/Unsafe Turns	314
Light/Equipment	306
Seatbelt/Child Seat	185
License/Reg not in possession	173
Operating w/ suspended/revoked lic	107

TYPES OF VIOLATIONS	
Civil Infractions	670
Warnings	3389
Arrests	57
Criminal Complaints	42

TOP STREETS	
Cambridge Street	1764
Middlesex Turnpike	1255
Winn Street	242
Bedford Street	227
Mall Road	195
Meadow Road	102
Center Street	97
Wilmington Road	82

AGE	MALE	FEMALE
Under 19	44	20
19-21	165	91
22-25	280	162
26-35	586	355
36-55	980	779
Over 55	432	349
Totals	2487	1756

OPERATORS	
Massachusetts	3917
New Hampshire	104
New York	25
Florida	21
Connecticut	17
California	15
New Jersey	13
Rhode Island	11
All other states/countries	135

DAY OF WEEK	
Sunday	316
Monday	618
Tuesday	693
Wednesday	615
Thursday	714
Friday	831
Saturday	471

FIRE

Department Roster

Fire Chief
Steven Yetman*

Assistant Fire Chief
Michael Patterson*

Captains

Kevin Browne* Timothy Browne*
Scott Carpenter* John Corbett*

Lieutenants

James Browne* Mark Cedrone*
Peter McAnespie* Steven McLean*
Robert Paul* John Skinner*
James Sorenson* John Walthall*

Fire Prevention/Inspectional Services
Captain, Michael Hanafin*
Lieutenant, Mark Saia*

Training/Communications
Captain, Andrew Connerty*

Clerical Staff

Joanne Arbing Mary Fay Karen Carlson

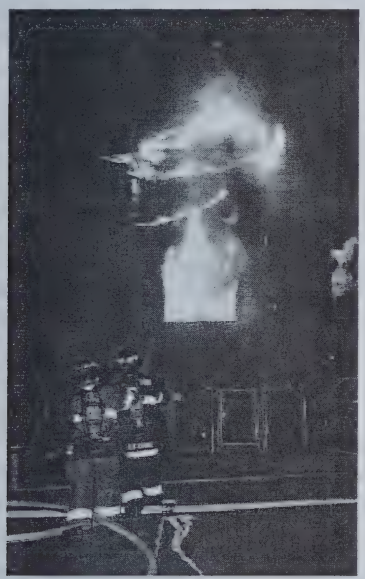
Firefighters

David Angelo* Timothy Hovasse*
Gary Arbing * Jason Hughes*
Michael Bennett* Paul Kadilak*
Michael Bibbey* Shaun Kenney*
Raymond Blenkhorn* Sean Killilea*
Jeffrey Boucher* Gerard Letendre*
Craig Callahan* Thomas MacLeod*
Clifford Comeau* Anthony Marino*
Sean Connors* Michael McLaughlin*
Ernest Covino* Edgar McLean*
Kurt Duprez* Nicholas Menkello*
Todd Ficociello* Brendan Micciche*
Eric FitzGerald* Paul O'Meara*
Michael Fontannay* Kevin Pollicelli*
Michael Gledhill* John Price*
Gerard Hanafin* Michael Runyan*
John Hanafin* Leonard Sawyer
James Hapenney* James Sherman*
Eric Holey* William Toland*
Richard Hovasse* Fred Williams*

*Department EMTs

FIRE CHIEF

The close of 2013 brought the second busiest year in the history the Burlington Fire Department with increases in both fire and edical incidents over 2012 responses. Last year showed a record gh for ambulance/emergency medical requests for services. mbulance responses showed a 3.6% increase over the previous ar. Fire responses accounted for an almost 2% increase which clude all structure, vehicle, dumpster and outside fires. Other types "fire responses" include, but are not limited to, all accidents, cluding vehicle and pedestrian, carbon monoxide incidents, fuel ills, gas leaks, electrical issues lock ins / lock outs, water issues, hicle extrications, ice & water rescues and requests for mutual aid sistance to surrounding cities & towns.



Firefighters battle a fire at Lord Baron Apartments.
Photo by: Joe Brown Photos

As the calls for service continue to increase we continue to have scussions and plan for the future needs of the Fire Department as e try to provide the best possible service to those that live and ork in Burlington. These include discussions on manning and affing levels. Although call volume has nearly tripled over the last ree plus decades shift staffing has remained at the same mpliment. As the requests for assistance continue to increase, pecially in west Burlington, we are continuing in the process of locating and constructing a new Station 2. We are also in the eginning of discussions of the potential move to Advanced Life pport (ALS). The standard of emergency medical care nationwide required to be at the paramedic level. Burlington continues to ntract that type of patient care out to a private company even though the majority of this type of patient care is done by fire departments nationwide. Bringing this type of service "in house" would improve response times and provide what we believe would be a better quality of service to the community and our residents.

In 2012, after Town Meeting approval, we went out to bid and took delivery of a 2013 Pierce Quantum pumper, a 2013 Ford pickup and a 2014 BRAT brush truck. Also we are nearing the completion of the "due diligence" process of evaluating the Clark & Reid property on Meadow Road for the feasibility of construction of a new fire station. Once this process is done and we anticipate receiving a positive report, we will be seeking approval of funds for architectural design, project management and construction.

As in past years we continue to look for additional sources of funding to help supplant our operating budget. In 2013 we received a Student Awareness of Fire Education Grant (SAFE) from the Department of Fire Services in the amount of $5,225 to be used for school age children's fire safety programs. We also received $2,000 from the Department of Public Health (DPH) to help maintain our Mobile Decontamination Unit (MDU) that is designed to provide decontamination support services to the Lahey Clinic Hospital. The Oracle Corporation once again was gracious enough to provide funding for the purchase of equipment that is outside our normal operating budget. In 2013 Oracle provided the funds to purchase a Thermal Imaging Camera (TIC) for the new Quantum pumper and a new stair chair for one of our two ambulances. Since 2004 Oracle has provided financial gifts to the Burlington Fire Department in excess of $70,000.

We currently are seeking funds through the Federal Emergency Management Agencies (FEMA) Assistance to Firefighters Grant (AFG) program for the replacement of all the departments Self Contained Breathing Apparatus (SCBA). Currently the equipment we have is from the 1997 National Fire Protection Association (NFPA) standard and will be non compliant in the next couple of years.

In 2013 we lost a retired member of this department. Firefighter Richard Spreadbury served as a Burlington Firefighter from 1970 to 1990.

As always, on behalf of the members and staff of the Burlington Fire Department I would like to take the opportunity to thank our local residents, our elected officials, various boards and the Burlington business community for your continued support as we continue to serve you to the best of our ability.

Respectfully submitted,

Steven Yetman
Chief of Department

FIRE PREVENTION/ INSPECTIONAL SERVICES

New development in commercial and residential properties continued in 2013. Through inspections, enforcement of fire codes, construction plan reviews, fire investigations, issuing of permits and fire education programs much has been achieved in the past year.

Commercial and large residential construction projects require many steps including site plan reviews, which consider requirements such as apparatus access, water supply, exposure to other structures, type of occupancy, etc. The next step is a meeting with Fire Protection Engineers to discuss Fire Alarm, Fire Suppression, Municipal Fire Alarm connections and the issuing of the proper permits. Once the project is started, on-site inspections are required to keep track of the progress being made. The Certificate of Occupancy is issued after a final inspection and all new systems are tested.

The following is a list of permits and inspections made in 2013:

TYPE OF SERVICE

Commercial Occupancy Inspections	170
Master Box Certifications	63
On Site – Inspections	263
Permits Issued	737
Plan Review	270
Residential Occupancy Inspections	109
Site Plan Reviews	49
Smoke Detector Inspections	247
TOTAL	**1908**

The following is a count of all permits and inspections done during the period of January 1, 2013 to December 31, 2013:

PERMITS

AST	33
Blasting	1
Burn Permit	1
Campfire	34
Extinguishing System	12
Fire Alarm	211
Fireworks Display	2
Flammable Storage	64
Haz-Mat	2
Oil Burner	33
Oil Line	6
Propane Storage	45
Sprinkler	147
Tank Installation	62
Tank Truck	3
UST	22
Welding/Burning	31
TOTAL	**737**

INSPECTIONS

Commercial Occupancy	170
Fire Drills	5
Knox Box	20
Oil Burner	31
Oil Line Inspection	1
Oil Tank Installation	17
Oil Tank Removal	5
On Site – Fire Prevention	163
On Site – Plug In	4
On Site – Plug Out	3
Propane Tank Inspection	13
Quarterly	1
Residential Occupancy	109
Smoke Detectors	247
TOTAL	**789**

Inspectional services would like to take this opportunity to than all residents and members of the business community for thei cooperation in making Burlington a safer place to live and work.

Respectfully submitted,

Captain Michael Hanafin
Lieutenant Mark Saia

TRAINING DIVISION

It was a busy year for training at the Burlington Fire Departmen After taking delivery of the new Engine 1, the Burlington Firefighte were trained by Minuteman Fire and Rescue Apparatus, Inc's traine Each of our four groups participated in the day long class. The ne Engine is equipped with an advanced vehicle emissions system. Th technology is better for the environment but new to our firefighter It also has advanced fire pump controls for both pumping water an foam. While these technologies are not new to the Burlington Fi Department as we already have an Engine with these types controls, they are improved versions. With the new technology, a the firefighters needed the training.



Firefighters gather around the pump panel to learn about the new Engine 1.
Photo by: Captain Andrew Connerty

After the instructional portion of the training was completed, all e firefighters practiced flowing water and foam. All of the new ımp controls were used to familiarize each firefighter with the ımp operation. Additionally, I had each firefighter take the Engine ıt on the roads of Burlington to familiarize them with how the gine drove.

While conducting the pump training, we practiced laying supply se lines, operating hand lines, and the deck mounted master eam device. We also practiced connecting to a hydrant with our drant Assist Valves.

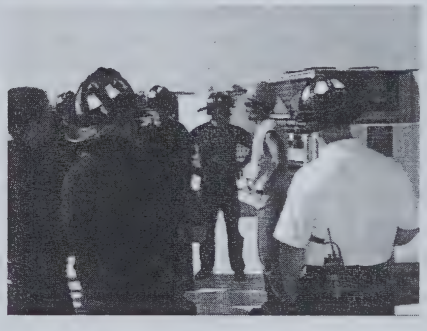
Our newest Firefighter, Michael Bennett, joined the Fire partment this year. He first attended the Massachusetts efighting Academy. He successfully graduated and is certified as a efighter I/II, a nationally recognized standard. Once done with the ademy, he took part in two weeks of orientation here at the rlington Fire Department. He received more specific training for r Department's operations and dispatch training.

We continued the annual training on the Mass Decontamination it (MDU). The MDU is housed in a trailer for deployment at Lahey nic in the case of serious contamination event involving a large ıount of patients. Through a partnership with Lahey Clinic and ir personnel, the MDU is utilized to protect the Emergency Room m contamination so that Lahey Clinic can remain open for other tients as well as patients needing decontamination. The MDU can o be deployed at an incident scene if necessary.

The fire crews continue to visit the buildings in town during in- vice inspections to refresh their knowledge on the layout and the protection systems of the buildings they may respond to. They o conduct safety inspections where businesses have liquor enses to assure code compliance prior to the Board of Selectmen iewing the license.

During the course of the year, the operation the Vision 21 Master Box system was reviewed. The Vision 21 system is a wireless radio master box system that was installed to replace the wired fire alarm master boxes and the corresponding circuits in Town. The contracted fire alarm service company came in to train the Dispatchers, the Fire Chief, and the Assistant Fire Chief to familiarize them with the system's functions so that procedures could be implemented.

Most of the Burlington Fire Department training occurs on duty for our firefighters. While this in-service training is conducted, the fire crews must be prepared to respond to emergencies and calls for service during such training. The fire crews visited the Kohl's department store to learn about their solar panels while they were being installed. Solar panels represent a significant risk to firefighters and many more of these systems are expected to be installed in Town. Other in-service training that was conducted included, Haz-Mat response protocols, response to suspicious letters and packages, Emergency Medical Dispatch, and fire scene procedures.



An installation supervisor instructs the firefighters on safe operation around solar panels.
Photo by: Captain Andrew Connerty

Our firefighters continue to attend additional training from the Massachusetts Firefighting Academy and other training avenues on their own time. Topics included; Fire Instructor, Fire Officer, Incident Safety Officer, Juvenile Firesetter Intervention, Technical Rescue, Emergency Medical, and many other Fire and EMS operations courses. Some of these classes lead to certifications over and above what is required. These firefighters and officers are working towards enhancing the service of Burlington Fire Department.

In the coming year, the members of the Burlington Fire Department will train on flammable liquids and gases, fire responses, technical rescue responses, and safety. Having just received a new Brush Truck, we will be trained by that vendor in its features and operation. Our firefighters will remain committed to providing the best service possible.

Respectfully submitted,
Captain Andrew Connerty
Training Division

AMBULANCE

EMERGENCY MEDICAL SERVICES

2013 proved to be another trend setting year for the Burlington Fire Department. Our Firefighter /EMT's were very busy in 2013 responding to calls for medical aid and assistance. EMS plays a vital role in the services that the Burlington Firefighters provide to our community. The men and women of the fire department make every effort possible to serve our citizens and visitors to Burlington with the utmost care, compassion and professionalism.

In 2013 our Firefighter/ EMT's responded to 2758 calls for medical service. That number was an increase of 180 runs from the previous year. Both of our ambulances saw an increase in use over the last year with Ambulance-1 responding to 2247 calls and Ambulance-2 responding to 473 calls, an increase of 110 calls by Ambulance-2. With both of our ambulances seeing an increase of service this year, we had to call in Mutual Aid assistance 38 times while both of our ambulances were on other responses. We also provided mutual aid responses to other communities 89 times.

We have now completed our third year with our ambulance reporting system and it continues to be an important role in our

EMS system. The data compiled year to year allows us to trend how our calls for service can be studied and can even determine where areas of improvement or if changes can be made, such as advanced training or if additional equipment is needed to better serve our community.

By analyzing the run data on the type of calls we receive each year, we learn how our community has evolved in the last twelve months. This data shows increases in the call volume for medical assistance in district two, we responded to 445 motor vehicle crashes an increase of almost 200 runs from the past year. Falls continue to be one of our leading calls for assistance with 272, along with cardiac related issues. The data provided allows us to take this information and have a better understanding of our patient demographics.

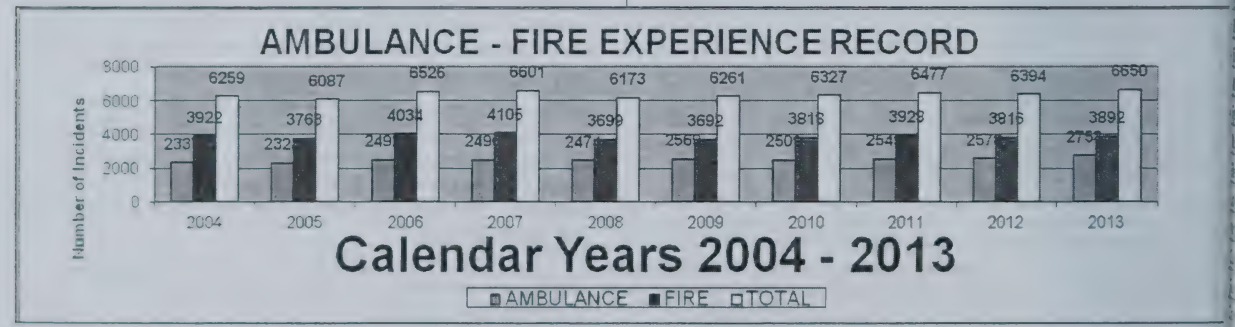
January proved to be our busiest month with 255 runs and November our slowest with 200 runs. 2013 saw an increase in call volume and all but November saw well over 200 runs. Fridays seem to continue to be our busiest day with 442 runs throughout the year and Wednesdays a close 2nd with 418 runs. As the daytime population continues to grow our calls for service have increased between the hours of 6 am and 9 pm with the hour of 4 pm being our busiest hour with 189 runs for the year during that time frame.

Ambulance-1 was outfitted this year with a power operated stretcher providing safer patient packaging and handling of the stretcher. With the increase in call volume, our staff was given some relief with the number of times they have to lift and lower the stretcher both on scene and at the hospitals with the hope of preventing back injuries and strains. Another extremely valuable tool added to our cache was the Lucas 2 Auto Pulse, which provides compressions on cardiac arrest patients to safely and efficiently extricate these patients from a given area and out to our ambulances and throughout transport to area hospitals. There are two now in service on both of our ambulances.

As we move into a new year, we look forward to providing the Town of Burlington with the best possible Fire based EMS system. EMS continues to be a vital service provided to the town and we strive to be that vital resource you call on when an emergency presents itself.

Respectfully submitted,

Michael Gledhill, Jr.
EMT Coordinator



Burlington Fire Department Report of Incidents by Type of Incident

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
cidents													
tor Vehicle Crash	30	29	26	17	17	23	25	28	25	27	17	28	**173**
destrian	2	0	1	1	4	1	0	0	0	1	1	0	**11**
edicals	196	174	189	168	173	192	180	184	164	180	164	186	**2150**
arms													
cidental	29	32	30	33	26	44	48	35	35	32	40	34	**418**
se	2	2	1	2	0	2	0	0	0	0	1	1	**11**
stem Malfunction	14	11	14	9	9	16	18	22	12	6	13	11	**155**
e													
oking Fire	1	0	1	0	2	1	1	1	3	2	0	2	**14**
sidential	0	0	1	0	1	0	1	1	0	0	1	0	**5**
artments	0	0	0	0	1	0	0	0	0	1	0	0	**2**
sisted Living	0	0	0	0	0	0	0	0	0	0	0	0	**0**
tel	0	0	0	0	0	0	0	0	0	0	0	0	**0**
ush, Grass	0	0	2	8	10	6	2	8	2	9	1	0	**48**
siness/store/restaurant	0	0	0	0	0	0	1	1	0	0	0	0	**2**
mpster-trash	1	0	0	1	0	1	0	1	0	1	1	0	**6**
tor Vehicle Fire	1	0	1	0	1	2	2	1	0	0	1	2	**11**
htning strikes/Weather	0	0	0	0	0	0	0	0	0	0	0	0	**0**
burner Malfunction	1	0	1	0	0	0	0	0	0	0	0	0	**2**
tor Malfunction	0	2	0	0	1	0	0	0	2	0	0	0	**5**
oke Scare/Removal	2	3	4	0	3	4	1	4	4	5	1	4	**35**
: Other	0	1	0	0	0	0	7	2	0	0	0	0	**10**
tside Burning													
thorized	0	0	0	0	0	0	0	0	0	0	0	0	**0**
authorized	0	0	0	1	3	1	1	1	2	2	1	0	**12**
zmat	0	5	0	3	2	3	2	0	3	2	2	0	**22**
Problem	7	13	3	3	6	1	4	2	2	3	6	5	**55**
ll Leak Fuel	0	1	1	1	1	0	0	4	0	2	0	1	**11**
tural Gas Leak	1	1	2	2	0	2	2	1	4	2	0	5	**22**
wer lines down/ Arcing	1	5	0	1	1	1	1	0	2	0	3	1	**16**
ctrical Problem	3	3	4	0	4	2	2	2	0	2	8	4	**34**
ter Problem	4	2	2	1	3	3	0	0	0	2	2	1	**20**
vice Call	14	0	5	0	0	0	0	0	0	0	3	4	**26**
blic Service/Assistance	14	19	12	21	35	42	42	36	43	55	32	30	**381**
vator Extrication	0	1	0	0	0	0	1	2	0	1	0	0	**5**
k Outs/Ins	1	0	1	1	0	0	2	0	3	1	2	5	**16**
thing Found	1	1	0	2	1	4	2	0	5	4	0	0	**20**
ncelled en-route	5	2	3	8	5	1	4	4	2	4	5	2	**45**
od Intent Call	3	0	0	0	1	0	0	0	0	0	3	7	**14**
ver Assignment / Mutual	1	2	1	2	0	1	1	1	0	2	3	2	**16**
tals	**334**	**309**	**305**	**285**	**310**	**353**	**350**	**341**	**313**	**346**	**311**	**335**	**3892**

JUVENILE FIRESETTER INTERVENTION PROGRAM

The Burlington Juvenile Firesetter Intervention Program (JFIP) had another successful year in 2013. The firefighters involved in Burlington's JFIP team for 2013 were FF Todd Ficociello (JFIP screener, educator, Juvenile Firesetter Intervention Specialist 1 & 2, Public Fire and Life Safety Educator) and FF Gus Marino (JFIP screener). These Burlington firefighters work as part of a coalition consisting of multiple area agencies, including local fire and police departments, the District Attorney's office, and area school districts. The JFIP was designed to provide early intervention for youths involved in fire setting behavior. In addition to firesetting screening and education, the program assists youth who have committed "fire related" acts such as pulling false alarms. These services not only provide assistance to the youth and his or her parents, but also provide an additional layer of safety for the community by limiting the chance that the child will re-offend.

When a juvenile is charged with a fire-related offense, JFIP schedules a meeting with the juvenile and his or her parent. The interview covers many aspects, and includes questions that give the screener a good overview of why the child might be involved in such behavior. The screening occurs at the offender's residence and includes a safety check, (smoke detectors, CO detectors, fire extinguishers and other safety features a home should have to make sure the occupants are as safe as possible.)

In addition to screening/interviewing Burlington juveniles and their parents, the Burlington JFIP members have also been involved with screenings and interviews in the towns of Woburn, Winchester, Bedford, North Reading, Reading and Lexington. This interagency cooperation insures a positive outcome for not only the child, but for the citizens and businesses of Burlington and surrounding communities.

Burlington's JFIP team also assists in the education of firesetters in a program held at Winchester, Wilmington, and Burlington Fire Departments. The program is headed by Capt. Rick Tustin of the Winchester Fire Department. Approximately 10 juveniles between the ages of 12 and16 attend the 10-week course, which covers topics such as: fire science, burns, home hazards, arson and rules to live by. Juveniles younger than 12 will be educated on a case by case basis, while some may be able to attend the course, others will need to be educated in a smaller setting.

In 2013 the BFIP had zero children to assist but held and supported the education class at the Burlington Town Hall Annex. The class was held in the downstairs conference room on Wednesday afternoons from September to November.

Respectfully submitted,

Firefighter Todd Ficociello
Firefighter Gus Marino

JFIP Team

PUBLIC WORKS DEPARTMENT

John G. Sanchez
Director of Public Works

Thomas F. Hayes
Town Engineer

Teresa J. Keene
Administrative Assistant

Assistant Superintendents

Kevin Keene
Highway

George T. Lee
Central Maintenance

David C. McCafferty
Water and Sewer Utilities

Managers

Paul C. Cauldwell
Cemetery

Norm Lavigne
Treatment Plant

DPW Staff

Frank Anderson
John Baldwin
Paul Bieren
Aaron Chase
Robert Clougherty
Matthew Davis
David Deluca
Patrick Duran
James Doherty
John Doherty
William Doherty
Arlene Defilippo
Michael Dwyer
William Ellis
Robert Feeney
Leonardo Fernandes
Dennis Fitzgerald
Kenneth Ganley
Michael Giardina
Robert Glover
Thomas Harrington
Wayne Higden
Stephen Hildreth
Roderick Joslin
William Kane (Retired)
William Lundgren, III
Russell Makiej
Donna Manning
Pialisa Manent
James Marchese, Jr.
Armand Marion
Nanette Masotta
Daniel Matarazzo
Lisa Matarazzo
Timothy Mazzone
Ricky McClenningham
Robert McMahon
Donald McNeil
Donald Price
Michael Quinones
Charles Ralph
Richard Reid
Patricia Robichaud
Brian Sullivan
Steven Tapley
Brian White
Charles Woods

The Department of Public Works provides high quality services to residents through its six divisions: Administration, Cemetery, ntral Maintenance, Engineering, Highway, and Water and Sewer. h its 52 full-time, part-time and seasonal employees the partment maintains the Town's roadway, drainage, water, sewer, et lights, traffic lights, and cemetery infrastructure. The partment also manages trash collection services and the lington Public Transit (formerly B-Line) which are provided by ate contractors.

Following you will find reports from all divisions describing eration and capital improvements programs. However, I would to highlight the completion of the Terrace Hall Pump Station Force Main project. As part of this project the sewer pump ion was renovated and new pumps and electrical equipment e installed. A new force main from Terrace Hall to South Bedford et was also constructed. This multi- year project was finally npleted and pump operation was transferred to the town.

wish to offer my most sincere gratitude to all DPW personnel for r assistance throughout the year. And my most sincere thanks all the years of service and best wishes to all newly retired and n to be retired DPW employees: William Kane, Dennis Fitzgerald, David McCafferty.

pectfully submitted,

n G. Sanchez, P.E.
ctor of Public Works

ADMINISTRATION

Water & Sewer billing sent approximately 16,350 bills out in the ount of $8.7 Million. Purchasing processed over 4,500 invoices. ss Connection processed 614 bills totaling $70,000 in revenue. staff handled an average of 60 Customer Service calls per day many of these calls related to Water and Sewer Billing, m/Tree damage, Burlington Transit, as well as Trash and other V related issues.

Thank you to the Administrative staff, Pialisa Manent, Patti ichaud and Arlene Defilippo. Their hard work and support is itly appreciated.

pectfully submitted,

sa Keene
inistrative Assistant

ENGINEERING DIVISION

The Engineering Division evaluates, designs, bids, and manages Town-funded infrastructure improvement projects. Engineering staff manages consulting engineers hired to design projects outside the expertise of the Division. In addition, the Division provides support to other Public Works Divisions as well as any Town Department that requests technical assistance. This office maintains and updates infrastructure plans, project files, and Public Works GIS data layers.

Capital Improvement Projects

The Division designed, obtained permits, and provided construction management for the following projects, which were funded through Articles approved by Town Meeting:

- **Burlington Mall Road Water Main Construction (W1-13-7025) -** Consisted of the installation of approximately 720 linear feet of 12-inch ductile iron water main in Burlington Mall Road from South Bedford Street to Stony Brook Road. This Contract was awarded to Blue Diamond Equipment of Wakefield, MA at the contract value of $121,935.

- **Bituminous Paving Various Streets 2013 (AP-13-7013)** – Designed, bid, and managed the street paving contract which was awarded to D&R General Contracting, Inc. of Melrose, MA at the contract value of $1,568,659.



Pre-construction photo of Martin Street
Photo by: Stephen Hildreth, Engineering Division



Post-construction photo of Martin Street
Photo by: Stephen Hildreth ,Engineering Division

- **Pavement Preservation** – Managed the road surface treatment program designed to extend the life of asphalt pavement using pavement preservation techniques. Micro-surfacing AB-13-1156 awarded to Sealcoating Inc. of Braintree, MA at a contract value of $235,091. Crack-sealing AB-12-1147 awarded to Superior Sealcoat Inc. of Wilmington, MA at a contract value of $36,978.

- **Pine Haven Cemetery Expansion –** Designed, procured, and managed the construction of an expansion at the Pine Haven Cemetery. Construction was awarded to I.W. Harding Construction in the amount of $452,101.

Contract Management

The Division managed outside consultants hired to undertake the following projects:

- **Terrace Hall Pump Station/Force Main (1030)** - Awarded to FST Engineers, Burlington MA in the amount of $758,012 for design and construction services of the Terrace Hall Pump station and force main rehabilitation project. Construction of this project was awarded to Waterline Industries of Seabrook, NH at a contract value of $6,839,985. The Engineering Division provided construction inspection for the Force Main portion of the project. All work was completed and the work turned-over to the Town in 2013.

- **Project 7 SSES (7015) –** Awarded to Weston & Sampson Engineering Consultants of Peabody, MA in the amount of $458,904 for surveying, investigating, and analyzing the Town's sanitary sewer system. The funding was coordinated through a Massachusetts Water Resources Authority grant/loan program. The Engineering Division is providing project administration resources, public outreach and correspondence, and funding tracking/allocation.

- **Gravity Sewer Rehabilitations Downstream of Force main Discharges (7035) –** Awarded to Weston & Sampson Engineering Consultants of Peabody, MA in the amount of $62,000 for the design and rehabilitation of several severely corroded sewer pipes located in critical areas of the sanitary sewer system. Construction of this project was awarded to Arnold Construction Co. of Kingston, NY in the amount of $376,258.50. The Engineering Division provided construction inspection and community outreach for the project.

- **Traffic Light Maintenance (1148) –** Awarded to Dagle Electrical Construction Corp. of Woburn MA in the amount of $24,406.25 for the repair, maintenance, and upgrades of twenty-eight (28) Town-owned traffic lights.

- **Street Light Maintenance (ST-13-7001)** - Awarded to Siemens Industries, Inc. of Billerica MA in the amount of $51,267.75 for the repair and maintenance of the Town's stree light network.

Other Projects

The Division provided design and/or technical assistance o the following projects:

- **Sump Pump Amnesty Program –** Managed resident signups for the Town's Sump Pump Amnesty Program. Coordinated adding 14 new participants to the list as well as redirecting 25 illicit connections to the Town's sewer system.

Subdivision/Site Plan Inspection

The Division provides construction inspection of subdivisions and site plans approved by the Planning Board. For project applications that the Planning Board receives, the Division provides engineering review, comments, and recommendations.

Infrastructure Management

- *Sewer Bank*- As required under an Administrative Conse Order (ACO) issued by the Department of Environment Protection (DEP) the Town is under a strict sewer moratoriu No new sewer connections can be made to the system unle five (5) gallons of Inflow or Infiltration (I/I) is removed for eve one (1) gallon of sewer that is added to the system. The DE requires bi-annual reporting of new sewer connections, mitigation projects undertaken, and an accounting of gallo added versus flow removed, commonly referred to as t "Sewer Bank". The Division manages the Sewer Bank as well the overall I/I mitigation program.

- *Pavement Management System* – The Division continues evaluate pavement conditions and update the Town's G based Pavement Management System, which w implemented in 2002.

- *Utility Permits* - The Division created and maintains a utili permit system developed to streamline and automate t permit and inspection process (street opening, water, sew and trench). This year the Division issued 325 utility permits.

 Dennis Fitzgerald, Senior Civil Engineer, retired from t Department of Public Works Engineering Division after years of service with the Town. The Division bids Fitz a fo farewell and wishes him the best in his retirement; he will greatly missed.

Respectfully submitted,

Thomas F. Hayes, P.E.
Town Engineer

CEMETERY DIVISION

ne Haven Cemetery

Cemetery personnel performed 84 burials at Pine Haven emetery and sold 54 new burial plots. Planning for future burial ace is ongoing. A section of the cemetery was developed for ture burials. The developed area has 504 double deep lawn crypts, taling 1,008 new graves.

estnut Hill Cemetery

Cemetery personnel performed 64 burials at Chestnut Hill metery. Repair and preservation work was done to the older onuments that were in disrepair. The planning process was mpleted for future development of a columbarium (wall for ashes ernment). The construction is planned for the coming year.

Restoration and repair work was done to the winter burial crypt at e front of Chestnut Hill Cemetery and to the brick pillars at both trances of the cemetery. Cemetery personnel with the assistance mmer help installed 108 ft. of automated sprinkler lines in the ler sections of the cemetery.

d Burial Ground

Work has been done to repair and preserve old historic markers at were in disrepair and regular maintenance is conducted oughout the year to keep this historic cemetery in good condition

Regular maintenance is performed throughout the year in all metery areas including weed wacking of grass around headstones d trees, cutting grass, trimming trees and brush, repair and inting of fences, maintenance and repair of equipment, snow owing and snow removal, removal of debris and trash and rinkler repair. The Middlesex County Sheriff Department mmunity Outreach program helps out when heavy clean-ups are eded in the spring and fall. The cemetery also receives help from Veterans Community Work Program at the Bedford VA Hospital d the summer work program.

I would like to thank the employees of the Cemetery Division for their hard work throughout the year. Also to the DPW employees o provide assistance and do a great job when extra help is eded. Thanks to the Veterans office of Burlington and the retired erans who help out with the Memorial Day preparations.

spectfully submitted,

ul Cauldwell
metery Manager

CENTRAL MAINTENANCE DIVISION

The Central Maintenance Division continued to repair and perform preventive maintenance on the D.P.W., Recreation and Police vehicles and equipment. The goal of the department is a safe and efficient fleet.
In the past year we updated some of the older equipment with new LED lighting, and other safety components. This year with the help of seasonal employees we were able clean and paint the maintenance stockroom and office areas, and the snow removal equipment.

The Division also implemented a new fleet maintenance and work order system to organize the maintenance and repair needs of the over 100 vehicles the division maintains.

I would like to thank the staff at Central Maintenance, Robert Glover, Leo Fernandes, and Steve Tapley for their hard work and dedication. I also would like to thank the rest of the town employees who are always ready to lend a helping hand.

Respectfully submitted,

George Thomas Lee
Superintendent

HIGHWAY DIVISION

The Highway Division had a very productive year and accomplished numerous projects. This year started with a number of snow events which dumped almost 60 inches of snow on the town. With the shutting down of roads by the Governor, town crews and contractors were able to keep up with the Blizzard of 2013. This storm dumped 24 inches of snow on the town in about 30 hrs. Burlington was one of a few school systems to open Monday after the storm, which is a tribute to the long hours and hard work put in on this storm.

After the winter months we completed our street sweeping, line painting and repairs of our roadways. This division repaired over 40 catch basins and paved 10 roads including Patriot Road, Heather Drive, Travis Lane, and Cedarwood Lane. These roads and numerous water breaks and hundreds of feet of berm took about 2000 tons of asphalt to repair all.

The Highway Division also has a brush machine that stayed very busy trimming miles of brush and weeds from the side of roadways for safe travel. Having a town owned street sweeper also helps the division to keep our streets cleaned from April until November, weather permitting. The Highway Division takes pride in its work

and is happy to serve the residents of Burlington to the best of its ability.

I would like again to thank the men and women of this division and other divisions for their dedication and hard work all year long.

Respectfully submitted,

Kevin Keene
Superintendent

WATER AND SEWER UTILITIES DIVISION

Water Section

Water personnel assisted contractors with completion of the new water main installs along South Bedford and the Mall roads. The Division also assisted contractors with water off/on in the reconstruction of the Northwest Industrial Park.

From April to June we conducted our annual spring Water Main Flush Program. Then again with our fall flush program in October and November. We continued our water valve exercise program with the assistance of our newly acquired exercise machine. This program insures us that our water valves are working properly. We replaced some old main water valves in some critical areas in town.

We, with the assistance of our Engineering Division, acquired and put into service a new system for locating water gates and service lines by adding electronic tablets. The ability to carry as-built records to the field is a great improvement over searching for paper records and blue prints when responding to emergency events.

Following is a summary of our yearly activity:

Water Meter/ MIU(meter information unit) R/Rs	111
New water meter installs	72
New MIU installs	169
Water meter re-reads by appointment	393
Residential water leak checks	13
Water meter re-programming	60
Final water meter readings	216
Dig Safe mark outs	202
Water off/on	82
Water meter/MIU trouble shoots	254
Residential sump pump inspections	110
Water appointments responded to	659
Water appointments cancelled	39
Public fire hydrants serviced	41
Water breaks responded to (Service = 22, Main = 20)	42

Backflow Prevention

A backflow device is a device that is used to protect wate supplies from contamination or pollution. We have 3 different type of testable backflow devices used in the Town. They are Reduce Pressure Zone (RPZ), Pressure Vacuum Breaker (PVB), and Doubl Check Valve (DC). The state regulations require that tests be don twice a year on RPZs and once a year on PVBs and DCs. Mechanic backflow devices have internal seals, springs and moving parts tha are subject to wear and tear. Backflows have to be tested to mak sure they are functioning properly. Residential backflows only hav to be tested upon installation, whereas, Commercial and Municip buildings are required to be tested upon installation and every yea after. The Town charges a small fee per device tested. Currently, th Town has a contract with Weston & Sampson to survey eac commercial building.

Total Reduced Pressure Zone devices	750
Total Pressure Vacuum Breaker devices	45
Total Double Check Valve devices	299
Total testable devices in Commercial/ Municipal buildings	1094

TEST RESULTS

	Passed	Failed
DC Residential	21	1
DC Municipal	14	0
DC Commercial	258	2
DC Totals	293	3
PV Residential	33	0
PV Municipality	1	0
PV Commercial	31	4
PV Totals	65	7
RPZ Residential	8	0
RPZ Municipal	50	5
RPZ Commercial	1058	16
RPZ Totals	1116	21
GRAND TOTALS	1474	28

SURVEY RESULTS

	Passed	Failed
Commercial	78	16
Municipal	19	1
Grand Total	97	17

wer Section

wer main jets rodded	40,025 feet
ergency sewer alarms responded to	16
ergency sewer blockages responded to (please note	
nat these blocks are usually in private lines)	22
wer station wet wells cleaned and serviced	6

The Sewer Section also installed several dozen feet of electrical nduits for the installation of our new operating and alarm system, order to make our water and sewer stations more efficient and up date.

We also assisted in the completion of our entire electrical erhaul of the operating system at the Town Line Sewer Pump tion. We completed an electrical upgrade to Westwood Sewer mp Station and several safety upgrades at other sewer pump tions.

In January we added Aaron Chase to our ranks as a Water intenance Craftsman to replace Larry Kennedy, who retired in the of 2012. We also added Ken Ganley as a Water Maintenance ftsman to replace Bill Kane who retired this spring. I want to come them both aboard and wish them well here.

so want to thank my personnel of the division for their continued fessionalism on the job.

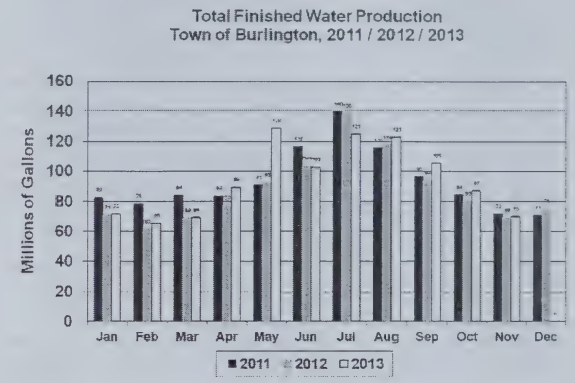
In closing, I want to say that this will be my last Annual Report h the town. I am retiring in January 2014 after forty plus years h the D.P.W. I have very much enjoyed my career here serving residents of Burlington. I will miss everyone. Once again THANK J.

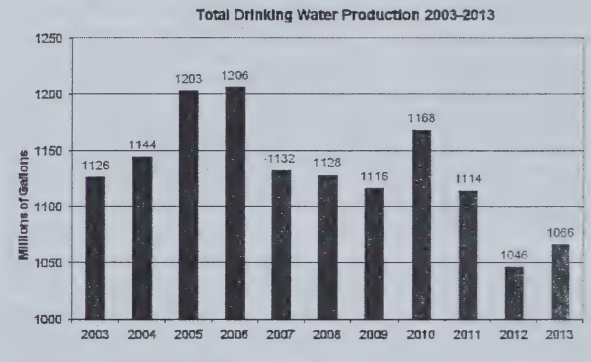
pectfully submitted,

id C. McCafferty
ter and Sewer Superintendent

WATER TREATMENT

We are especially proud to report that your drinking water was % compliant with all requirements of the US EPA, Safe Drinking ter Act throughout 2013! We remained focused on improving r water quality and the reliability of our water system during 3. We delivered 1,108.89 million gallons of water into the Town Burlington distribution system which is an increase of 5% over 2. Of this increased production, 34.23 million gallons, or 2.9% due to water sold to the Town of Bedford in the spring which bled Bedford to conduct critical maintenance activities to their er system. The Mill Pond surface water plant provided 63% of total production for the year, while the Vine Brook ground water nt provided 37%. We experienced 45 days of drought conditions during 2013, but fortunately, no watering restrictions were necessary.





We continue to closely monitor 1-4 Dioxane levels in the Vine Brook Aquifer. In September, we temporarily removed from service Vine Brook Treatment Train B in response to concerns with 1,4-Dioxane. This resulted in a loss of about 30% of the available treatment capacity of the Vine Brook treatment facility. We are actively working with our regulators and others to protect and maintain the continued availability of our water resources.

Our enhanced distribution system water quality monitoring program, implemented in 2012, has proven to be a resounding success! Historical sampling plans have been updated to provide us an accurate status of water quality in the distribution system. In the laboratory, we significantly expanded our routine monitoring to analyze and trend additional water quality parameters. This new database of information has helped the DPW staff to anticipate and effectively respond to water quality changes before they become compliance or health concerns. This monitoring program has also identified another opportunity to improve your water quality. We have determined that a majority of the dirty water complaints we receive from residents are caused by naturally occurring manganese. At the levels we have been detecting, this is an esthetics concern and not a health concern. None the less, we intend to implement

enhanced manganese treatment at Mill Pond in 2014. This should result in a significant reduction of dirty (brown) water complaints throughout the distribution system and reduce the frequency and duration of water main flushing activities.

The reliability of our water system is of paramount importance and we remain vigilant. We completed the rehabilitation and cleaning of Wells #3 and #4 to ensure they will continue to meet production needs into the future. Additional lightening protection was installed at our well stations to reduce the potential of another crippling lightning strike as occurred in July 2012. We completed the project to install mixing systems in all our water storage tanks with the final installation at Greenleaf Mountain in July. These mixing systems, along with the ability to maintain chlorine residuals through chemical addition into the tanks proved to be an outstanding tool towards maintaining distribution system water quality throughout the year. We installed an emergency generator and natural gas service line at Production Wells #1 & #2 to ensure their availability to the Vine Brook treatment facility during emergency operations. A transfer switch for connecting an emergency generator at Production Wells #10 and #11 will complete this project ensuring 100% availability of all water production supplies during emergencies. We replaced several aging online chlorine analyzers at the Mill Pond facility and began the first phase of a new project to enhance our filter operations at the Vine Brook facility with the purchase of several online turbidity instruments for each individual filter.

In closing, I'm appreciative of the outstanding support and resources provided by our residents and Town officials. We are fortunate to have a dedicated and talented staff. We look forward to another productive year providing safe, abundant drinking water for the residents of Burlington.

Respectfully submitted,

Norman R. Lavigne
Treatment Division Manager

BURLINGTON PUBLIC TRANSIT

On November 15, 2013, the Burlington Public Transit System celebrated its 25th anniversary, proudly serving the public since 1988! We transport over 25,000 riders each year.

When the bus system originally started, it was called the "People Mover". Funding for the first year included $50,000 from the Massachusetts Bay Transportation Authority, private sector funding of approximately $200,000 and $50,000 from Town Meeting. Of the private sector funding, Lahey Clinic was the largest contributor, followed by the Gutierrez Company who has continually supporte and donated over the past 25 years.

In honor of this very special milestone, Exit Realty generousl offered to fund the Burlington Transit system on Friday Novembe 15 and for the week of November 18 through the 22nd. This mean that anyone who rode the buses for those six days rode free c charge. As part of the week-long celebration we also held a raffle c five prizes for our riders contributed by Republic Services, Joseph Transportation and Exit Realty.

You've probably seen our buses traveling around Burlington. Th pictures on the sides of the buses depict the major destinatior where the buses stop throughout the Town. The Burlington Publ Transit System buses are safe, wheelchair accessible, clean an convenient (just wave us down).

Anyone can take advantage of this opportunity by using th Burlington Public Transit system as it is public transportation. W travel around the main roads of Burlington from 7:30 am until 6:3 pm getting people to and from work, school, shopping, medic appointments and connecting to the MBTA system.

The buses stop at all the supermarkets (Shaw's, Roche Bros. Market Basket in Burlington), all the Malls (Crossroads, Burlingtc Mall, Middlesex Commons, Vinebrook Plaza and Wayside Common and the Lahey Clinic on Mall Road as well as the Harvard Van Gua at Wall Street.

Bus Fares are as follows:

Under 6	Free
Students w/ ID	$1.00
Seniors (Age 65)	$1.00
Special Needs	$1.00
Adults	$2.00
Transfers	$.50

Pass applications may be obtained from the bus drivers or on-li through the website.

Pass rates are as follows:

	Adults	Special Needs Seniors & Students
6 Month Pass		
January – June July – December	$250.00	$125.00
3 Month Pass		
Jan-Mar/Apr-Jun July-Sept/Oct-Dec	$150.00	$75.00

The Burlington Public Transit system connects with the MBTA and ıer routes:

- Lowell LRT at Chestnut Ave., the Burlington Mall & Lahey Clinic
- Burlington-Alewife (Bus #350), all along Cambridge Street & Burlington Mall
- Bedford (Bus #351) at Chestnut Ave. & the Burlington Mall
- Boston Express (Bus #352) at Chestnut Ave.
- Boston Express (Bus #354) on Van DeGraaff Drive

The Burlington Public Transit system does not operate on ekends or holidays.

Once again, we would like to thank the Burlington Mall for ding the cost of operating both buses for the four Saturdays ween Thanksgiving and Christmas. This is a terrific way to get ır holiday shopping done and not worry about fighting the traffic finding a parking space at the Mall and it is FREE to all on those 4 urdays.

For more information, visit our web-site at:
w.BurlingtonPublicTransit.com or go to the Town's website and k on "For Residents" and link to "Burlington Public Transit" for ct routes, maps and schedules.

You CAN get there from here – Buzz around Burlington on a lington Public Transit Bus!

pectfully submitted,

ti Robichaud
lington Public Transit Coordinator

CONSERVATION



Front (L to R): Ann McNamara, Kerry Melanson, Larry Cohen
Rear (L to R): Nedim Celik, Indra Deb, Bill Boivin, Gail Lima
Photo By: Jodie Keene

The Burlington Conservation Commission respectfully submits this report of the 2013 activities of the Conservation Commission and the Conservation Department. Anyone wishing to learn more about the functions and activities of the Commission is welcome to contact the Conservation Department at the Town Hall Annex, attend a Thursday night (2nd & 4th) Conservation Commission meeting, or visit the Conservation Department webpage.

The Conservation Commission is comprised of seven volunteer members appointed by the Town Administrator/Board of Selectmen to three-year terms. Larry Cohen has chaired the Commission since 1994 and continued as chair in 2013. Gail Lima continued as the vice-chair in 2013. The Commission's membership remained intact throughout 2013, with Kerry Melanson, Indra Deb, Nedim Celik, Ann McNamara and Bill Boivin continuing to serve.

The Conservation Department staff supports the Conservation Commission. The staff is responsible for providing technical review of project proposals, ensuring compliance with the timelines and administrative requirements of the wetlands and stormwater statutes, providing input to other Town Boards and officials, and assisting residents and project proponents in navigating the application process, as well as providing general information on wetlands, stormwater, floodplains and open space to residents. The Conservation Department staff is comprised of Conservation Administrator John Keeley, Conservation Assistant/NPDES Stormwater Coordinator Jodie Wennemer and Principal Clerk Ellen Longo.

Regulatory Functions/Permitting

The Conservation Commission is responsible for ensuring compliance with the Massachusetts Wetlands Protection Act, the

EPA's NPDES MS4 stormwater program and the Burlington Erosion and Sedimentation Control Bylaw (Burlington Bylaws Article XIV, section 6.0). To this end, the Commission receives and reviews applications for construction projects involving work within one hundred feet of wetland resource areas, within 200 feet of a river or perennial stream or those creating land disturbances in excess of 10,000 square feet. Through the public hearing process, the Commission determines whether a project is permissible under the wetlands and stormwater regulations and whether the proposal can be improved to better protect the town's resources and then issues or denies a permit accordingly.

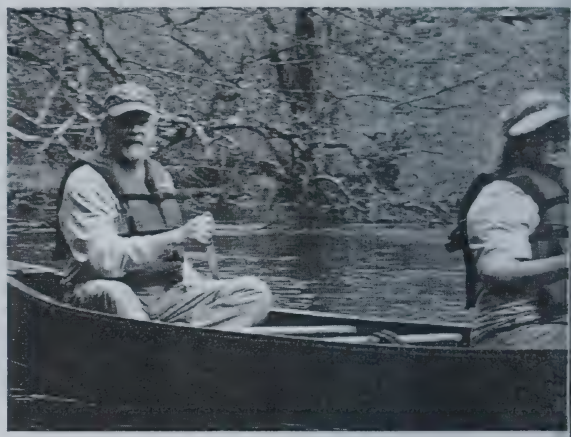
With the rapid pace of development in Burlington in 2013, the Commission had a busy year. New projects reviewed by the Commission in 2013 included:

- The Burlington High School practice field renovation
- Second Avenue reconstruction
- 17 Terry Avenue storage facility
- Several MA DOT projects
- Butterfield Pond dam renovation (by Town of Lexington DPW)
- 4 Burlington Woods office building
- Several Abbreviated Notices of Resource Area Delineation, including South Avenue, Blanchard Road and Mall Road
- Several single-family housing construction projects, both under wetland permitting and erosion & sedimentation control permitting. There was a noticeable uptick in residential construction projects, particularly teardowns of older dwellings and construction of new, larger dwellings.

Numerous minor residential, municipal and commercial projects were reviewed and approved by the Commission, as well.

Wetlands Bylaw and Regulations

After a lengthy process, including many public hearings, an updated Wetlands Bylaw was approved at Town Meeting in May. The updated Bylaw more clearly defines wetland resource areas, while continuing to provide strong protections for them. Shortly after the approval of the Bylaw, the Commission began working on drafting regulations to accompany the Bylaw. Work on the regulations also involved many public hearings and continued through the end of the year, with a goal of adoption in early 2014.



Shawsheen River canoe event
Photo By: Jack Brady

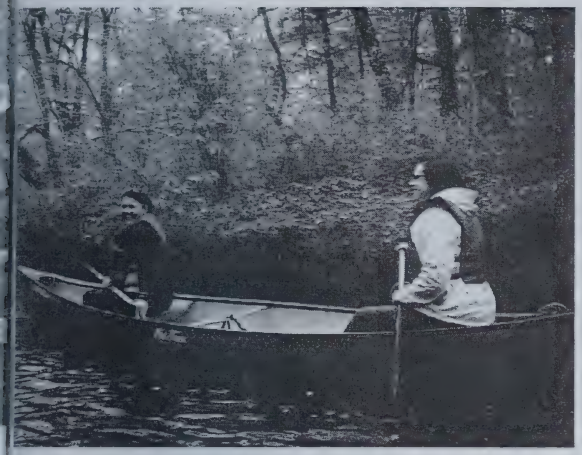
Land Management

The Conservation Commission is also responsible for managin several parcels of Town-owned land under its jurisdiction. Thes include the Mill Pond, Sawmill Brook, Marion Road and Little Broo Conservation Areas, in addition to several smaller parcels. Many these areas have hiking trails. The Conservation Department h digital maps of the largest Conservation areas that can b downloaded as .pdf files from the department's web page, obtained by emailing conservation@burlington.org.

Routine maintenance of Conservation area trails was done in th early summer of 2013 by the stream-cleaning crew befo commencing stream cleaning.

Beyond managing existing Conservation land, the Commissi also pursues and promotes the acquisition of additional open spa throughout the Town through several means, including conservati restrictions, land donations, land transfers, and outright purchase While no land was acquired in 2013, substantial progress was ma on creating Conservation Restrictions on portions of the former Su Microsystems property, now owned by the Nordblom Company.

Conservation Department staff also helped organize and mana the inaugural deer bow-hunting season at the Landlocked Fore which is land under the control of the Selectmen, not t Conservation Commission. Hunting has apparently been occurri at the Landlocked Forest illegally for years, so the Selectmen decid to formally allow it through a permit system overseen by t Conservation Department. Depending on how well the hunt integrated with all the other users of the Forest, such as hike bikers and scout troops, it could be an ongoing program.



Shawsheen Paddle
Photo by: Jack Brady

rlington Conservation Stewards

Burlington Conservation Stewards (BCS) is a group of dedicated a residents who aid in Burlington's conservation efforts. BCS rks with the Burlington Conservation Department to manage and nitor Conservation Areas and other open spaces (trail work, clean s, reports, etc.) and to promote public awareness and appreciation natural areas (guided walks, educational lectures, other special nts).

S events scheduled in 2013 included:

- February: owl walk (cancelled because of weather)
- April: stormwater month at the library
- May: canoe trip with Shawsheen River Watershed Association
- June: rain barrel program
- All summer: Wednesday walks

If you would like to become part of the Burlington Conservation wards, please check the Conservation Department web page for re information. We encourage your involvement at whatever level ts you and will happily work with you to identify and utilize your ique talents and interests.



Rain barrels
Photo by: Jack Brady

Stream Cleaning

The annual summer stream-cleaning program was supervised in 2013 by Walker Peterson, an experienced stream cleaner. The three-person crew also included Nick Salvucci and Nico Blasé. Using historical records, GIS mapping and residents' requests, the crew cleaned most of the Town's brooks, including the usual problematic areas like Daniel Drive Brook, Sawmill Brook, Sandy Brook, Ipswich River, Longmeadow Brook, and many other small unnamed streams around town.
As usual, the Department of Public Works assisted the stream cleaners with disposal of debris and by providing a truck for the stream crew to use.

This report was prepared on behalf of the Conservation Commission by John Keeley, Conservation Administrator.

Respectfully submitted,

Burlington Conservation Commission
Larry Cohen, Chair
Gail Lima, Vice-chair
William Boivin
Nedim Celik
Indra Deb
Ann McNamara
Kerry Melanson

BOARD OF APPEALS

The Board of Appeals of the Town of Burlington is created under section 9.5.1 of the Zoning-By-Law, pursuant to Chapter 40A of the Massachusetts General Laws. Five permanent members of the Board are appointed by the Board of Selectman to unpaid terms of five years and so arranged that the term of one member expires each year. Associate members are also appointed by the Board of Selectman to sit on the Board of Appeals in case of absence, inability to act, or conflict of interest. The recording clerk supports the Board

of Appeals by maintaining the records of business, assisting applications and ensuring compliance per the bylaws.

The purpose of the Board of Appeals is to hear and decide appeals from an adverse decision of the Building Department or any town board, to make determinations in Flood Hazard Districts, and to hear and decide petitions for variances. In particular instances the Board of Appeals makes a determination to permit signs in a Business or Industrial Zoning District larger than those specified permits under MGL Chapter 40B.

The vast majority of cases heard by the Board are petitions for variances from strict compliance with the Zoning By-Law. After the abutters are given notice by mail of the affected parcel and notice is given to all others by newspaper publication, all within required timeframes, the Board holds a public hearing to hear evidence either in favor of or in opposition to the granting of the variance.

In order to grant a variance from strict requirements of the applicable Zoning By-Laws, the Board must find the following:

1. That owing to circumstances relating to the soil conditions, shape or topography of such land or structure which is the subject matter of the petition for a variance and especially affecting such land or structure but not affecting generally the zoning district in which it is located, a literal enforcement of the provisions of the Zoning By-Law would involve substantial hardship, financial or otherwise to the petitioner.

2. That desirable relief may be granted without substantial detriment to the public good.
3. That desirable relief may be granted without nullifying or substantially derogating from the intent and purpose of the by-law.

The burden upon the Board of Appeals is a great one and cannot be taken too lightly because the collective decision that it makes will have a lasting effect upon the town and its citizens. It is the only town board with explicit authority given by the State Legislature to actually allow citizens and the business community to avoid complying with the law, in appropriate situations.

There is no set formulas by which the Board can make its decision so that every decision appears compatible with the other. What may be a substantial derogation of the intent and purpose of the Zoning By-Law in one petition may not be so in another. Consequently, it is difficult to compare any one decision of the Board with another. The Board listens to the presentation made by the petitioner and reviews the submitted material and asks many questions in order to ensure that the request is appropriate. The Board also takes into great consideration the opinions presented by abutters. Each case must be treated individually and must stand on its own merits and not be decided by precedence.

In 2013 a total of 32 new applications were received requiring a decision by the Board of Appeals for municipal, home and commercial sites. The town collected fees from the applicants through the Town Clerk's Office and the Assessor's Office totaling $6,745.00 with the bulk of the fees collected being directed to the town's General Fund.

Some of the major commercial applications under review by the Board of Appeals in 2013 included signage for Wayside Commons, Endurance Corporation, Ethan Allen and the Lahey Hospital and Medical Center. Signs for Kimball Court Apartments and the Crossroad Plaza were also approved.

Anyone wishing to learn more about the function and purpose of the Board of Appeals may visit the board's website. The members of the Board of Appeals look forward to another successful year of dedicated services to the citizens of Burlington.

Respectfully submitted,

The Burlington Board of Appeals
John Alberghini, Chairman
William Gaffney, Vice- Chairman
Joseph Morandi, Clerk
Neil Kane
Claudia Augustin
Charles Viveiros
James Halloran
Jo-Ellen Carkin, Recording Clerk

BUILDING DEPARTMENT

The Inspector of Buildings submits the following for the year 2013.

The Building Department issued 3,373 permits in 2013, of these 1094 were building permits of which 384 were commercial and 71 residential; resulting in over 5,785 inspections being performed. 2013 was the highest grossing year in the history of the Town relative to fees collected, dollar value or construction permitted and the number of building permits issued.

Over the last three (3) years, the Town has issued permits in excess of $518 million in construction value.

The value of the estimated residential construction nearly doubled at $31 million. The condominium developments, *Oakridge at Burlington* on Murray Avenue and *Burlington Heights* at 24 Cambridge Street are continuing into 2014; while *The Reserve at Seven Springs*, *Reserve Way* and *Winn Street Commons*, were

mpleted this year. Two new single-family projects off Muller Road e under construction:



The Reserve at Seven Springs (Muller Road)

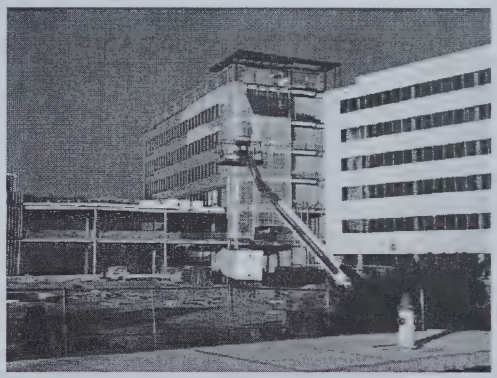
Currently the Burlington Marriott and Sonesta ES hotels are going ough a complete remodel of lobbies and guestrooms at a cost of 5 million in estimated construction costs.

New single-family dwelling building permits issued in 2013 ubled to 45. Of those, 19 were permits issued for demolition and laced with new construction. Home improvements numbers reased; whereas residential additions declined slightly. The owing is a summary of residential construction activity in 2013:

cond Floor Additions	4	
o-Story Additions	3	
ish/Remodel Basement	25	
chen Additions/Remodels		43
hroom Additions/Remodels	51	
ages	14	
cks	43	
mming Pools	17	
ofs	84	
l Burning Appliance	14	
ing	26	
atherization (Insulation)	39	
ndows		66
ar Panels	49	

New commercial construction continues to experience a large rease in 2013 to approximately $126.5 million. A portion of this mmercial boost can be attributed to the following:

.4M – Keurig, 53 South Avenue (interior tenant work)
.8M – Nokia, 15 Wayside Road
.7M – Cambridge Savings Bank, 140 Middlesex Turnpike (new building)
$ 1.5M – 20 North Avenue (new building)
$ 1.5M – Foliage Software, 20 North Avenue (complete building remodel)
$ 1.3M – TD Bank, 17 New England Executive Park
$ 1.3M – 201 Middlesex Turnpike (new building)
$ 1.2M – Healthedge, 30 Corporate Drive
$ 1M – DCU Bank, 15 Greenleaf Way (new building)



Keurig – 63 South Avenue

The Northwest Park (mixed use) building project is under construction which includes:

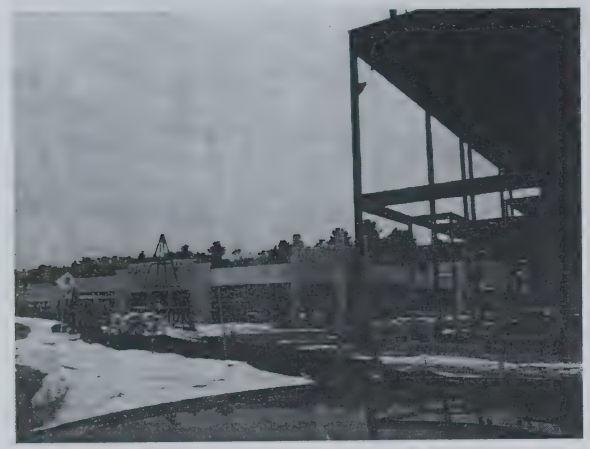
15 Third Avenue ($5.6M), 17, 19, 20 Third Avenue at Northwest Park. Also under construction at 52 Second Avenue, *Kings Bowling* ($4.3M)



15 Third Avenue – Mixed Use Building
Future restaurant - The Bancroft Chophouse
Future Retail and Office Tenants

Retail construction has dramatically increased to $39M; Attributed to 53 Third Avenue, *Wegmans Food Market* ($26.5M); 90

Middlesex Turnpike, *Middlesex Marketplace* and 201 Middlesex Turnpike. Construction costs at the *Burlington Mall* ran considerably lower at $5.6 million. The major construction values included: *Justice & Brothers, New Balance Life, Hugo Boss, and Keurig.*



Wegmans Food Market – 53 Third Avenue



201 Middlesex Turnpike

The food establishment construction values rose to $10 million; the largest contributors being *Tuscan Kitchen, The Bancroft Chophouse, Bonefish Grill and DelFrisco's.* Other restaurants include *Qdoba Mexican Grill, Starbucks, Clover* and 3 yogurt shops: *Red Mango, Orange Leaf* and *Fruitberry.*

Lahey Hospital and Medical Center estimated construction increased to $11.6M. Primarily the building addition for expansion of boiler room for combined cooling and heating power plant (CHP).

The Kostas Research Institute at Northeastern University bega the interior fit out of offices and laboratories ($3M) and The Primos School, 10 Greenleaf Way started construction of their standalon day care building.

All commercial projects are summarized by use group as follows:

No. Issued	Use Group	Estimated Const. Cost
4	Assembly/Recreation	$4,274,698
5	Church/Religious	$167,206
58	Food Establishment	10,290,509
20	Hospital/Institution	$11,570,237
5	Mixed Use	$11,714,503
182	Office/Bank/Professional	$44,191,168
2	Industrial	$45,548
13	School/Educational	$5,278,400
81	Stores/Mercantile	$38,731,355
7	Wireless Communications	$151,000
2	Other	$82,200

The Building Department personnel received and replied to ov 90 emergency calls from Fire Department and other Town agenci this past year. We responded to approximately 48 zonir complaints/violations. The majority of complaints were fro neighbors concerns of unregistered vehicles, businesses run out residences, property conditions i.e., houses in disrepair abandoned.

In 2013, the department issued 114 Certificates of Inspection f all establishments with assembly areas (i.e. classrooms, churche hotels, theaters, etc.), temporary occupancies (new business seasonal stores and kiosks) and all premises that consume alcoho beverages licensed by ABCC (i.e.: restaurants, clubs/organization We anticipate an increase in these types of inspections due to t vast array of food establishments being permitted and proposed.

New official street names submitted for Enhanced 911 this ye included: Fantasia Lane (Carlina Circle Subdivision), Azalea Drive a Marigold Way (Holly Glenn). In addition, Middlesex Turnpi Extension (211-263 Middlesex Turnpike) was named due to t opening of the "MITRE Link". The address of Network Drive w changed to Middlesex Turnpike to redirect traffic; while Netwo Drive now encompasses the Nordblom Campus.

The state building code was updated in 2011/2012 to the edition. The 8th edition is based upon the 2009 Internatio Building Code with Massachusetts amendments. The ICC Codes found at .www.iccsafe.org and amendments found at Commonwealth of Massachusetts state web site under BBRS- Boa of Building Regulation and Standards.

We continue to work with state agencies and public safety partments going through a continuation of certification classes, etings and training exercises. These agencies include the Local ergency Planning Committee (LEPC), Massachusetts Emergency nagement Agency (MEMA), and Federal Emergency Management ency (FEMA), and the Commonwealth of Massachusetts partment of Fire Services (DFS) and the Commonwealths' Board of lding Regulations and Standards (BBRS).

The staff involvement with town committees include: Route 3A committee, Human Services Building Committee, Zoning and neral By-Law Review, Hoarding Task Force and Town Facilities.

The Microfilm Imaging Project has managed to get a siderable amount of old building plans from 1964 to 1975 ged as well as current plans January to August of 2012. Since inception of this program, approximately 50 years of building ns have been microfiche.

This past year the Building Department welcomed Lisa Crockett our staff as a part time administrative assistant. In addition, we ded coverage for absent staff members (vacation/sick coverage). would like to thank Peter and Bill Farfaras, Ed Sullivan, Bill ahan, Dan Vitale, Joellen Carkin in their efforts to help fulfill our anizational tasks throughout the year. The Senior Work-off gram has always been helpful and would like to thank those viduals as well.

Our office is an integral part of this community since we are first onders to the many new businesses and projects in town. The f has a noted professional and knowledgeable appearance and worked diligently throughout the year to meet the considerable unt of demands. I would like to thank our staff for a job well e: Judy Sorensen, Principal Clerk, Lisa Crockett, Administrative stant; Andy Ungerson, Senior Building Inspector; Bruce Clark, al Building Inspector; Glenn Paparo, Plumbing and Gas Inspector Jim McDonough, Inspector of Wires.



Middlesex Marketplace – 90 Middlesex Turnpike

In summary, this table depicts Building Department activity for 2013:

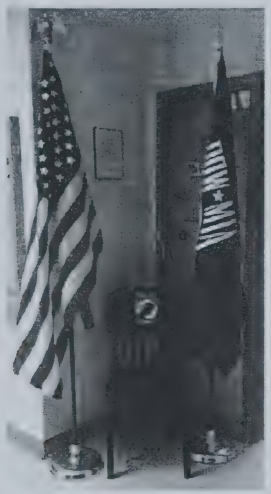
	No. Issued	Fees Collected	No. of Inspections
Building Permits	1094	$1,806,842	2001
Certificates of Inspection	114	$5,397	154
Sheet Metal	151	$59,207	145
Electrical Permits	1081	$241,461	2244
Plumbing Permits	569	$72,080	694
Gas Permits	442	$23,565	439
Complaints/Violations	78		108
Extra Fees/Misc.			771
TOTALS	3,451	$2,209,323	5,785

Respectfully submitted,

John Clancy
Building Inspector

VETERANS SERVICES

2013 was a very busy year as we not only honored those who served in the Korean War, as 2013 was also the 60th Anniversary of the signing of the Armistice ending hostilities. We also honored all Missing in Action who served and never came home. The Town of Burlington has joined a growing list of communities that display an Empty Chair dedicated to those Burlington men who are listed as Missing in Action (MIA). The Chair was first presented at our Memorial Day ceremony, and now sits permanently outside the Burlington office of Veterans Services as a physical symbol and dedication to those MIA. Also five new service flagpoles, service flags, benches and a walkway were added to the Town Common.



Empty POW Chair dedicated to Burlington men listed as Missing in Action presented on Memorial Daynow located outside the Office of Veterans Services
Photo by: Betty McDonough

Memorial Day

During the Memorial Day program we honored Medics and Corpsmen who have served and saved so many, under some of the worst combat conditions imaginable. Joining us were Medics Bob Hardy, a Vietnam veteran, and Louis DelPrete who served in Afghanistan, and he was our guest speaker. Captain Anne LeBlanc, a nurse and veteran who served in Thailand, as well as Flight Nurse and veteran, Captain Joyce Massella spoke about their service to their country. Burlington Marine Corps Leagues Commander Art Enos read the names of those veterans we lost since last Memorial Day. We also had the great pleasure of having John Middleton-Cox, Music Director, North Parish, North Andover, who is also the Performing Arts Director for the Burlington Public Schools, sing *Empty Chairs at Empty Tables*, from Les Miserables to remember those we loved and lost. The Burlington High School Band was present and the Drum Line did a performance dedicated to *Boston Strong* as veterans. scouts and others unfurled a giant U.S. flag.



(Left) Memorial Day:(left) Medic Louis DelPrete speaking about the responsibilities and the difficult life of a medic
(Right) DAV member Kevin McKelvey, speaking to those gathered from "Who is a Medic"
Photo by: Mike Tredeau Photos

Dedication of Five Service Flagpoles and Memorial Park-Town Common

After many years of discussion, the Allied Veterans Council created a wonderful Veterans memorial section for our Town Common with five flagpoles, benches, a wall and walkways. The section was dedicated on October 19, 2013 and five new service flags were raised. The plans unfolded under the direction of the Office of Veterans Services, the Allied Veterans; Marine veteran, Art Enos , as well as Recreation Maintenance, the Beautification Committee and many more.



Five Service Flagpoles and Memorial Park Dedication on Town Common
Photo by: Mike Tredeau Photos

The Service Flags represent the five branches of our military, and the dedication, we were honored with wonderful guest speakers m each branch:

Army: Brigadier General Jack Hammond (Ret.);
Marine Corps: Lt. General George Flynn (Ret.);
Navy: Commander, Peter Dutton, JAGC, Burlington resident;
Coast Guard: Petty Officer Jarrod Brothers;
Air Force: Colonel Lester Weilacher, Hanscom Air Force Base.

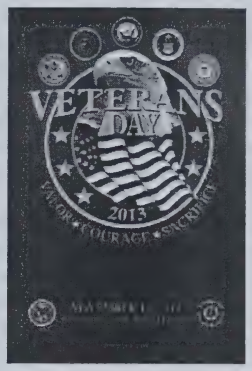
ıer guest speakers included:
onel Cheryl Poppe (Ret.), Deputy Secretary of Mass. Veterans vices, Father John Capuci, St. Malachy Church, and Air Force verend Dr. Francesco Passamonte, Major (Ret.).



Service Flagpole Guest Speakers: Colonel Cheryl Poppe; Brigadier General Jack Hammond, U.S. Army; Lt. General George Flynn, U.S. Marines; ommander Peter Dutton, U.S. Navy; Petty Officer Jarrod Brothers, U.S. Coast Guard; Colonel Lester Weilacher, U.S. Air Force; Rev. Dr. Francesco Passamonte, Air Force
Photo by: Mike Tredeau Photos

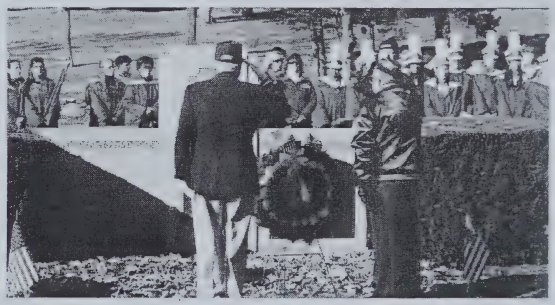
erans Day

Veterans Day was a day to honor the 40th Anniversary of the ase of the 591 Vietnam Veterans-Prisoners of War and to ıember the five men from Burlington from World War 2 as well as from Vietnam who have never returned home. Our guest aker was Executive Officer, Commander Lara Allison of the US st Guard Base in Boston.



Federal Veterans Affairs 2013 Veterans Day Poster

In addition to the traditional ringing of the Bell 11 times, remembering the 11th hour of the 11th day of the 11th month that the Armistice was signed ending WW-1 in 1918, we placed a wreath for William Hurley, the only Burlington resident to die in Korea during that terrible war. The 40th Anniversary of the release of POW's from Vietnam and the 60th Anniversary of the end of the Korean War were also acknowledged. The five service flagpoles and flags dedicated in October were re-dedicated on Veterans Day.



Presentation of wreath and salute in memory of Korean War veterans: Charles Bevilacqua and John Marcangelo salute veterans at the Veterans Memorial on the Town Common
Photo by: Mike Tredeau Photos

Thank You

With respect to all our events, we thank those who participate, including honor guards, the scouting community, the Burlington High School Band and everyone who volunteer their time to assist us. We certainly cannot do these events alone, and we are grateful for the help. Thank you too to those in the community and beyond who attend our ceremonies. The Marriott Hotel and Dunkin Donuts continue to supply refreshments and more for our collations for which we are very grateful, and we acknowledge the fine work of Burlington Florist for each and every event.

Day to Day Workings of the Office

Most people in town know this office through the public events such as Memorial Day and Veterans Day, but the focus and primary concerns of the Burlington Office of Veterans Services is day to day working in private with veterans and their families to ensure they receive the proper counseling and benefits due them.

State or Federal Veteran's benefits are not automatic in any sense of the word. These benefits must be applied for in accordance with strict state and federal laws, rules and regulations. Many hours are spent counseling each veteran, their families, and surviving dependents regarding the filing of claims to the Department of Veterans Services in Boston for state claims, and the Department of Veterans Affairs in Washington for federal benefits.

Veterans Services

Massachusetts General Laws Chapter 115 grants eligible Burlington veterans, their families and their surviving dependents, benefits to provide for daily living. These benefits also cover medical insurance and medical care payments for residents who are uninsured or underinsured. These benefits are intended to be temporary in nature and not a full time, permanent support system. The Massachusetts definition of a veteran now coincides with the federal definition to include everyone who served in uniform for at least 180 days.

The Commonwealth reimburses the town 75% of the money spent directly on the veteran in the way of veteran's benefits covered under Ch-115 MGL and for the U.S. flags placed on the graves of deceased veterans buried in our three cemeteries.

Veterans Affairs

US Code, Title 38 directs federal benefits to eligible veterans and their families. These include pensions, disability compensation, final burial expenses, education, hospitalization, mortgage loan guarantee, outpatient care and domiciliary care. Evaluation, assistance and counseling are offered at the local level to facilitate access to these programs.

In 2013 we continue to have hundreds of Burlington veterans and families receiving federal VA Benefits. More veterans and surviving spouses are also now eligible and applying for additional state veterans' services benefits. Even as the war in Iraq has ended and Afghanistan winds down, hundreds will continue to seek advice on health care and prescription assistance from the VA as well as education, home loans and a wide range of other benefits from the state and federal governments.

We also interact with a wide variety of residents on issues and topics not related to the issue of veterans. The Burlington Office of Veterans Services is a human service office and has as its top priorities: the providing of services designed to improve the quality of life for every veteran in town, their families and surviving dependents, for people with disabilities and their families, an families in need of fuel assistance.

This does not include people and entire families who continue t arrive at our door looking for advice and assistance with issues nc listed in our title. The Office of Veterans Services handle innumerable human service issues for many citizens of town. Elderl and young alike ask about job assistance, or seek information an assistance about Social Security; Medicare, MassHealth, an Medicaid. Families seek us out and ask for advice about healt insurance and health care as well as educational assistance fc college bound children. We also answer questions about long-ter care. With additional families living in subsidized housing i Burlington, many low-income people arrive at this office to as questions and seek assistance.

Deceased Veterans

Assistance is offered to families of deceased veterans in reviewin available benefits, filing for government life insurance, obtainin burial allowances, markers, and burial lots in our local cemeterie The Burlington Office of Veterans Services thanks the Allied Veterar and other volunteers for assisting in the placement of U.S. Flags c the graves of veterans buried at the Pine Haven Cemetery, Chestn Hill Cemetery, and the Old Burial Ground. The Burlington Office c Veterans Services wants to acknowledge the wonderful relationsh and all the continued support of the Sullivan Family.

Graves Officer

Section 9 of Chapter 115 MGL requires flags of the United Stat be placed on graves of deceased veterans each Memorial Day. Th Town of Burlington honors its veterans buried here by flying th Stars and Stripes all year long on the grave of each veteran. Th town's cemetery personnel have always afforded cooperation ar support in this responsibility. Individual bronze flag holders a provided by the town. The Graves Officer ensures that every eligib veteran has a flag on his or her grave. The Graves Officer is al responsible for ensuring that only veterans discharged und Honorable Conditions are given consideration for the purchase of grave in the Veterans Section of either the Chestnut Hill or Pi Haven Cemeteries. In addition, a bronze flat marker is provided the US Government for honorably discharged veterans and applied for by the Graves Officer.

Fuel Assistance

There are hundreds families in Burlington who receive fu assistance from Community Teamwork Inc. Eligible residents ap for this joint state and federal benefit through this offi is responsible for all eligible residents under 60 years of age a appointments are scheduled. Verification is sometimes tir consuming and several visits with increased amounts of paperwo are required in order for the applicant to receive the proper amou of assistance. Obtaining all the information needed determination of the candidate is absolutely necessary. Also, famil

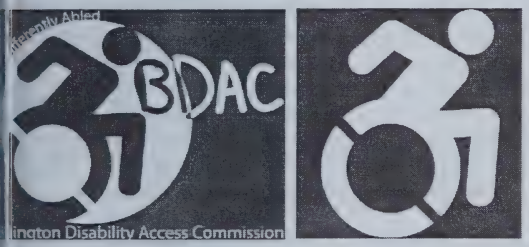
fuel assistance often need additional guidance and assistance d utilize this office as the resource for information and direction y need to improve their quality of life.

spectfully submitted,

o Hogan, Director
ty McDonough, Principal Clerk

DISABILITY ACCESS COMMISSION

The DAC continues to work with the town and the schools to sure accessibility and reasonable accommodations in the various wn and school buildings. This office coordinates, schedules and intains records of all DAC business.



w DAC Logo created by Burlington High School Art Students which includes the newly approved "moving forward" handicapped parking icon

n May the DAC approved a DAC logo created by the students of Burlington High School Art Department to be used on the lington Disability Access website and on the DAC Facebook page. Board of Selectmen approved this year the new "moving ward" handicapped icon.



ura Mazzocca and Mary Jane Fietze speak with elementary students about disability awareness
Photo by: Betty McDonough

The members continue to visit schools to address the students about disability awareness, and they continue to work on the design of a new DAC brochure and the Burlington High School Art Department has agreed to produce the final product.

Respectfully submitted,

The Disability Access Commission
Ken Tigges, Chairman
Bob Hogan, Coordinator
Maura Mazzocca
Bunny Ferguson
Mary Jane Fietze
Bunny Whittington
Rita Murphy
Joe Stordy
Jane Beard
Tom Carlson

COMMUNITY LIFE CENTER

Mission and Overview

The Burlington Community Life Center is a department for the Town with the responsibility of providing mental health care to families with children, adolescents and young adults (specifically ages 9-22). BCLC also provides social services for ALL Burlington residents of any age. The social services provided include assisting residents in applying for food stamps, MassHealth and any other state and federal assistance programs; housing advocacy, including eviction and foreclosure prevention; referral for mental health services; and screening and referring residents seeking help from the People Helping People Covenant for Basic Needs Fund and the Food Pantry.

The BCLC has been a Town department since 1974 with a mandate to provide community mental health services to teenagers and their families. In recent years, demand has increased for services to younger children, so the age range was expanded to include families with children nine years old and above.

The BCLC staff continues to work with adults and young people on such diverse problems as family conflict, adolescent issues, parenting skills, marriage and relationship problems, drug and alcohol abuse, depression and suicide, neglect, domestic violence and the like. The BCLC offers individual, family, and group therapy services, and our philosophy is oriented toward involving entire families in treatment whenever possible. Since it is within the family that these problems are most acutely felt, and these same families often possess the best and most available resources to resolve problems, we believe that family therapy is often the most useful and effective means of treatment.

Evening appointments may be arranged for working families by calling in during regular office hours (9-5). During later evening hours and on weekends, the agency voicemail will collect messages for the BCLC staff and refer callers to a 24-hour back-up emergency mental health service if there is an immediate crisis that cannot wait until a staff member is available.

This year BCLC offered a Parenting Group which was well received. The Parenting Journey is a 12 Week Program that parents commit to. The primary focus is helping parents take care of themselves. Group members discovered that when they were able to take time for themselves, they were less frustrated and had more energy to deal with their children's needs. By the end of the twelve weeks, parents have a plan for how to continue to build on their skill set and continue with forward movement. There is also an opportunity for them to continue in monthly meetings that are goal oriented. The support helps them continue to take the steps necessary to provide good parenting to their children. BCLC plans on offering this group twice a year.

Interdepartmental/Agency Collaboration

The BCLC staff work collaboratively with town departments and other mental health and social service agencies. At the request of Burlington High School's health education department, this year we provided workshops for the freshman and sophomore health classes on teen depression and suicide prevention. This year over 500 students were presented material to help them identify signs and symptoms of depression and how to access a trusted adult if they or someone they know is threatening to take their own life. The funding for this curriculum is made possible by a grant received from Lahey.

The BCLC staff continues to co-chair the town's Drug & Alcohol Task Force. This Task Force continues efforts to reduce access to and use of alcohol for minors through a wide variety of approaches. With the passage of the medical marijuana bill, the Task Force has provided input to the Planning Board as it determines where to house a dispensary or cultivation facility.

The BCLC staff plan and conduct an extensive training program each year for the BHS Peer Education Program. The Peer Education Program began a new focus this year. Burlington High student Peer Leaders will be covering two different topics with 7th graders at Marshall Simonds Middle School. Two sessions will focus on Alcohol and two will focus on Body Image. The program will continue to cover alcohol as a topic every year and a new health related topic.

Along with the BHS Peer Education Program advisor, BCLC staff members carry out comprehensive training and coaching sessions with the Peer Leader candidates. A group of 40 students who come highly recommended by faculty and administrators, pledge to be drug- and alcohol-free and commit their time to over 15 hours of direct training in addition to many hours of research between training sessions. This year Peer Leaders have made extensive use of electronic media for research and information sharing. Now th middle school students all have iPads, the program hopes coordinated with MSMS for use of those iPads in the trainir sessions at MSMS with 7th graders.

In the spring, these high school students engage in discussio about healthy body image and the dangers of substance abuse wi approximately 200 seventh graders over the course of four sessior There is an emphasis on helping seventh graders develop a mo realistic perception of alcohol use by high school students and understanding that over 50% of high school students do not drir and that those who choose not to drink can be well-accept socially. BCLC staff work with the Peer Leaders as they design th own four week curriculum to teach a small group of 7th gra students. This model presumes that seventh graders will particularly receptive to these issues when hearing about them fr other socially successful, non-drinking high school students.

The BCLC staff also meet periodically with members of t Burlington Interfaith Clergy Association and are involved in local a regional meetings of agencies and programs concerned with men health or social services (Lahey Initiative Committee on Domes Violence, Lahey Community Benefits Initiative Committee, Lo Officials of Human Services Council, Youth Commissi Coordinators, the Department of Children and Family Servic Burlington School Department Wellness Committee, the YR subcommittee and other adolescent service organizations).

Social Services

BCLC also maintains an information and referral service to ass ANY resident in locating the particular social service that a reside may require. Clinicians have assisted young people and th parents in situations requiring hospitalizations, finding appropri emergency or residential care, and the like.

The BCLC staff provides screening for those seeking assistar from the Burlington organization People Helping People, Inc., a helps residents access these services. PHP is a non-profit, umbr organization made up of community volunteers who help over and coordinate the efforts of three established groups: Food Pan Covenant for Basic Needs Fund and the Holiday Program. Beca of our role in human services in town, the director of BCLC served on the Board of Directors of PHP since its inception in 198

The PHP Board also manages the Covenant for Basic Nee Begun by the Burlington Clergy Association in 1982, it provi limited help for those residents experiencing financial emergenc In FY2013, BCLC staff again screened over 100 requests. number does not include the many requests we receive fr residents applying for the Holiday Program and the scores residents already served by the Food Pantry. This year, Covenant for Basic Needs Fund was utilized to help victims of Lord Baron Apartment fire that occurred on October 23, 2013.

board provided more than $19,000.00 the majority of which for hotel expenses for several families. The community as a ole came together to provide much needed resources to help ilies out during the almost seven weeks they were displaced.

tistical Notes

An average of over 200 residents each month received counseling vices, and counseling services were provided to over 400 lington residents in 2013. A summary of our clinical statistics ows in the table below.

e Range	
3	Adults (26 & over)
0	Young Adults (19-25)
7	Adolescents and Children

atment Modality	
9	Family Counseling
5	Individual Counseling
4	Group Counseling

erral Sources		
%	Schools	
%	Self Referrals	(These are mostly former clients who were happy with the services provided previously and returned due to a new crisis or issue.)
%	Community	(police, clergy, doctors, crisis team, lawyers, other town depts., DMH, DCF)
%	Family & Friends	

ıer Community Services

As in previous years, the BCLC provided administrative and other port to a number of programs in the community of benefit to lington residents. BCLC staff members continue to do an ellent job coordinating the FISH and Rent-A-Kid programs. FISH ends in Service to Humanity) volunteers provided 137 rides to al medical and social service appointments for residents in need ransportation which is an increase of 27% from last year. The t-A-Kid referral service received 12 requests from adult residents o wanted to hire young people to do a variety of odd jobs.

ining

The BCLC provides training to graduate student interns as part of r professional education. BCLC has provided field placement ning since the late seventies to graduate students from Boston versity, Simmons School of Social Work, Lesley University, Tufts versity, Antioch University, Northeastern University, Salem State, University of Massachusetts, Boston. We thank the students for r long hours of service and dedication. BCLC has consistently received high marks from field education offices for the training and supervision received by students at the agency.

Board of Directors

The Board of Directors at the Community Life Center continued their involvement, and I deeply appreciate their help. Board members include:

Ronald MacKenzie, Chair
Marilyn Langley, Vice-chair
Ann McNamara
Linda Collins
Roberta Mills
David Cullen
Ann Marie Brown

Staff

Clinical staff members are all licensed clinicians with a Masters Degree in either Social Work or Counseling and Psychology.



(left to right) Dinah Lane, LMHC; Daphne Davidson, LICSW; Channing Saltonstall, LICSW; Christine Shruhan, LMHC, Executive Director; Rose Udics, MPA, Administrative Secretary; Peggi Durand, LSW, group work coordinator; Charlie Franich, LICSW.

Charlie Franich retired in August 2013 after twenty nine years of service. He served as co-chair of the Drug and Alcohol Task Force (DATF) for the past ten years and was part of the Peer Ed program for more than twenty years. In 2009, as part of the DATF he applied for and was awarded a CHNA grant to conduct the Youth Risk Behavior Survey (YRBS). In 2012, the YRBS subcommittee presented the YRBS findings to School Committee and recommended conducting the survey in 2014 and 2016 to compare date. The School Committee voted and approved the recommendations presented to them.

Summary

The strong demand for our services continues while other resources in the area continue to diminish. We extend our thanks to

the many in the town that have supported our efforts to assist residents when they may be experiencing times of deep distress and vulnerability in their lives and their families.

Respectfully submitted,

Christine Shruhan, LMHC
Executive Director

COUNCIL ON AGING

The Council on Aging serves Burlington residents 60 and over and their families. We provide social services, information and referral and social, educational and physical activities all geared toward keeping our older residents healthy and in their own homes as long as possible and when that is no longer possible assisting in the search to find the best solution for them and their families. The Council on Aging board is an advisory board which meets the second Wednesday of the month. We work with town departments, private nonprofits and for profit entities to ensure the safety and welfare of Burlington's older residents.

2013 can best be described as intense and COA staff stepped up admirably to ensure that as many needs as possible could be met. We are at capacity physically and are feeling the inability to expand services and programming as the Burlington over 60 crowd is extremely active and involved. In fact in 2013 the Council on Aging served 1,506 people over the age of 60 in some capacity, whether through social services or activities. A little over 26% of the "senior" population.

Staffing

We had some changes to our staff this year with Frank Rais, van driver and Joanne Fitzpatrick, outreach worker retiring. Kevin Crehan who was driving the weekend van took over for Frank and Brenda Pappas was hired as our new outreach worker. Alicia Moran and Joe Garbino were hired to replace Kevin on the Saturday route. At this point in time we have four full time staff, and six part-time workers. This has not changed in the last couple years.



Frank Rais, van driver and Joanne Fitzpatrick, outreach worker are shown wi their cake on their joint retirement party.

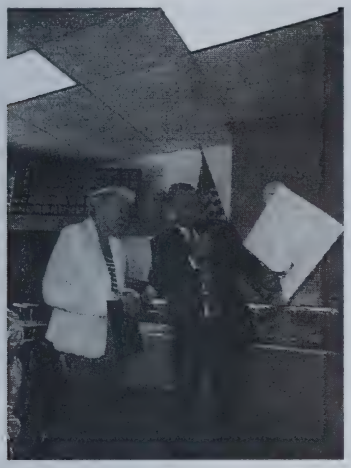
Funding Sources

The Council on Aging receives funding from several source beyond the normal operating budget. There is an allocation proce (previously known as the formula grant) by the state in whic funding goes directly to the Councils on Aging based on th previous (2010) Federal Census. The 2010 Federal Census show 5,589 Burlington residents over 60 (4,437 households have someor over 60 in them) and the state allocated $7 per elder for FY201 The total FY2013 allocation for Burlington is $44,712. The Council c Aging also receives additional grants from Lahey Hospital an Medical Center and the Burlington Cultural Council. Other fundin comes from donations and memorials to the Council on Agin Lahey Hospital and Medical Center provides a fitness instructor twi a week, and provides funds to hire a fitness and yoga instructor, T Chi instructor and a computer teacher.

Volunteerism

At least fifty volunteers provided over 5,000 hours of service the senior center. According to our software programs calculatio the value of these volunteers to the town is $54,074. Voluntee help us with meals and activities around the center, they gre people when they come in and show them where activities a Some volunteers are here several times a week and others are or able to help out a few hours a year.

Volunteers Elsie Costa, Herb Clancy, Marjorie Seminatore a Paul Hennessy passed away in 2013. Elsie Costa worked in t kitchen, sat at the front desk on Fridays and organized the Knit W and holiday lap robes for many years. 2013 saw the end of an e when Herb Clancy passed away. Herb did camera work, along wi his wife Mary, for the COA for decades. Marjorie Seminatore a Paul Hennessy did taxes for seniors under the AARP program at t senior center for years before it became computerized.



Representative Ken Gordon presents
lunteer of the Year Marie McShane with a proclamation from the House.

ithly Newsletter

he Senior Spotlight, a monthly informational newsletter is ed to all persons 60 and over in the Town of Burlington. There is harge for this subscription. The monthly newsletter serves as a valuable link between the Council on Aging and the over 60 munity. The Spotlight has news pertaining to health and legal es as well as retirement and preretirement information. A ndar of events along with the daily lunch entree is included in newsletter. We do not mail them out to the assisted livings, the ients in housing or to some of the apartment complexes and sing. Anyone who lives in an apartment complex can of course est to be on the mailing list. An average of 3,430 newsletters mailed out each month to households with someone 60 or older sling in them now, this is the same number as several years ago. printing of the Spotlight is paid for by the advertising and the ing of the newsletter is paid for by the state allocation previously wn as the "Formula Grant". We are also able to email the sletter. We have about 98 residents and 33 businesses who ive the Spotlight via email. There is also a link on the town site to the newsletter. The mailing costs of the newsletter is paid hrough the allocation by the Executive Office of Elder Affairs. started a new feature in the newsletter called "The Goldens". We w the trials and tribulations of Ima and Sam Golden as they gate retirement and illness while we educate seniors in a efully interesting way that helps them remember how to find urces and solve issues.

A Bus

he Council on Aging bus provides door-to-door transportation to our frailest seniors and those without cars within the ndaries of the town for senior center programs, the lunch program, grocery shopping and to contiguous towns for medical appointments. We received the gift of a 14 passenger mini-bus from Lahey Clinic two years ago and because of that we were able to increase van driver hours this year in a way that allows us to offer medical rides 5 days a week. We increased the hours of one of the van drivers so Medical rides are now available on Mondays 8:45am to 3:00pm and Tuesdays from 9:00am to 3:00pm, and Thursdays from 8:45am to 1:00pm. Wednesday hours are 9:00am to 4:30pm and Fridays are 8:45am to 12noon. The Council on Aging provided a total of 9,721 rides to 178 people. The number of folks utilizing the bus and the number of rides have gone up considerably. The actual number of clients for transportation has gone up 11%, while the number of rides provided has gone up 14%. The COA bus also participates in the Fourth of July Parade along with several seniors.

Meals and Minuteman Senior Services

Congregate noontime meals are served at the senior center and funded by Minuteman Senior Services and Title 111 (Federal) funds. Lunch for anyone over 60 Monday through Friday at the Senior Center provides a nutritious meal with an opportunity to socialize with old and new friends. Operated by Minuteman Senior Services, the Nutrition Program provided Home Delivered Meals to Burlington Residents who are homebound and in need or unable to prepare their own meals. Fifty to sixty meals a day go out to these homebound seniors. In addition, Minuteman provides a wide range of services to Burlington Residents designed to maintain individuals in their own home and community. Services provided by Minuteman Senior Services include Protective Services, Case Management, In-home Services, Money Management, Nursing Home Pre-screening and Companionship.

SHINE
(Serving Health Information Needs of Elders)

Open enrollment occurred from October 15 through December 7, which meant not trying to sign up for insurance coverage while simultaneously celebrating the holidays. Counselors from the SHINE (Serving Health Information Needs of Elders) program saw 133 clients during 2013 at the Burlington Senior Center. An average of 40 minutes is spent with each client. SHINE is available on Tuesdays from 1-3pm, with increased hours during fall open enrollment, by appointment to assist and inform elders of their rights and availability of health benefits. Nursing Home Assistance is part of this service. The SHINE Counselors are qualified, trained volunteers sponsored by the Executive Office of Elder Affairs through Minuteman Senior Services. The COA Outreach worker is also available for homebound clients.

Outreach

The COA has two outreach workers. Brenda Pappas is English speaking and Rita Shah speaks English, Hindi, Gujarati and Punjabi. The outreach workers are available by appointment, which may be made by calling the COA office. Home visits are available by

request. Time spent with each resident and/or their family can vary from 5 minutes to several hours over a long period of time depending on the severity and number of concerns.

Although we were without a full-time outreach worker for four months we have served more clients than last year. I do not expect this number to go down next year.

The Newsletter remains the primary way to get information, along with a segment on the BCAT Friday night news the first Friday of the month, but as more boomers utilize the senior center and our services we expect our Facebook page to gather more followers, one of our newest ways to do outreach. It is a quick and easy way to get information out on cancellations, late additions etc. We now have 57 "likes". With Facebook, pictures can be uploaded to look at within minutes of an event and anyone can have a conversation about happenings at the senior center or with senior related information. We are working to have more newsletters emailed out to folks, but that is progressing slowly.

BCAT donated a camera to the senior center in December 2012 and we are now filming much of our own programs as another way of doing outreach.



Roger Morrison and Toni Faria won first and second place respectively at our first annual apple pie bake off.

Legal Assistance

Legal assistance is available monthly by appointment only. This is a free service with a knowledgeable lawyer who specializes in Elder Law. Attorney Wendy Guthro donates her time to this service. Attorney Guthro saw 47 clients for a total of 50 visits during 2013.

Fuel Assistance

Fuel assistance is available at the Council on Aging Office fro October through April in collaboration with the Emergency Fuel a Weatherization Program located in Lowell, Massachusetts. W assisted 34 individuals with fuel assistance applications.

Supplemental Nutrition Assistance Program (SNAP)

We assisted 5 seniors in receiving help buying groceries wi SNAP, but this is by no means the total number of Burlington senio who are consumers of SNAP. Many also take advantage of the foo pantry to supplement their fixed incomes.

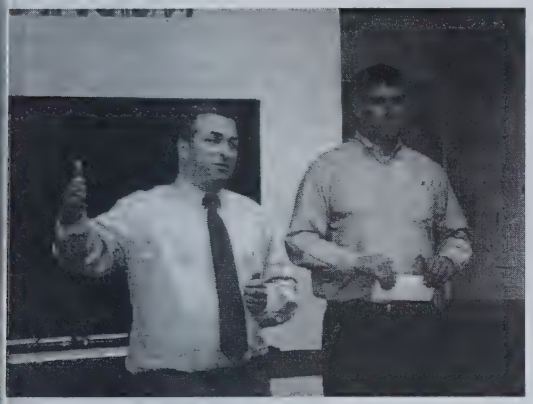
Tax Assistance

Tax Assistance is available FREE from February to April 1 Volunteers are trained and available through the AARP T Assistance Program. During the 2012 tax season 184 senio received assistance with their taxes with a total of 210 visits.

Senior homeowners who are eligible may apply for the Seni Property Tax Program at the COA office. The program allow qualified participants to work 100 hours and then apply th earnings toward their property tax. The Senior Property T Program is quite popular as another tool in helping seniors ma ends meet. The program begins in January and ends in Novemb in order to reflect exemptions in the February tax bill. Twenty-fi residents took part in this program, many working 125 hours order to receive $1,000 off their property tax bill providing the tow with well over 2,500 hours of invaluable assistance.

Informational Presentations and Social Engagement

Informational Presentations are offered at the senior center or wide array of subjects such as Medicare, Long Term Care, HMO legal issues, financial planning, housing and health and wellne The Annual Safety and Wellness Fair is held every fall w information and vendors from all of the above subjects and incluc many town departments with important information about bei safe and well for seniors and their caregivers. With the help several volunteers the Council on Aging also provides lunch for bo vendors and attendees. Thirty-three vendors and133 senio participated in this year's fair, our best attended to date.



presentative Ken Gordon and Assessor Jim Doherty spoke to the seniors in March about the Circuit Breaker tax.

grams available at the Senior Center

Our biggest challenge (or opportunity) continues to be getting s to sign in every time they come to the center to visit or partake n activity. We will continue to work on that in the coming year.

The biggest success for 2013 at the Council on Aging has been Wednesday evening suppers. Begun in March, we ask a different ington restaurant to donate enough for 50 meals and on the d Wednesday 50 seniors can be found enjoying a meal out with r friends in a comfortable and familiar setting.

A Whole Bunch Flower Market has been the biggest supporter of monthly event with a donation of table centerpieces for each e every month.

Arrow Paper has also donated some paper products. Restaurants participated in 2013 were Not Your Average Joe's, The Chateau, htview Concord River, Stonebridge, Hilton Garden Inn, Tavern in Square, Atria Longmeadow Place and Stonebridge a second time n a holiday dinner of Prime Rib. This has brought in some new es that have not been seen at the center before and has become of the hottest "tickets" in town. In fact all three of our evening grams which include the Wednesday night supper, the "New" w Orleans Jazz Band and the Presidential Lecture Series on rsday nights are very successful and have 40 to 50 people in ndance for each event.

Some of our quieter activities include current events, quilting and "Knit Wits" who meet once a week for conversation and edlework". The knit wits also put together the knitted and cheted lap robes and capes for Burlington residents who are nding the holidays in either a nursing home or even an assisted ng. Anyone can join this group.

Exercise is offered in the form of Line Dancing, Zumba Gold gister through Recreation), Tai-Chi and Exercise Classes. The Exercise Classes are taught three times a week with the assistance of Lahey Clinic. A DoN grant provided by Lahey also allows us to have Tai Chi, Zumba Gold, senior stretch and yoga instructors.

There is a low-impact class downstairs in the Murray Kelly Wing and a more intense class upstairs in the gym. We made some changes to the downstairs class much to the consternation of the participants. For now we are doing what is best for most and are looking to continue to make it work better for everyone. We have increased the number of participants who have access to the exercise class by at least 20%. We hope to make use of technology going forward to give all who want it access to the downstairs exercise class. Susan Nathan, therapy aide from Lahey Hospital had been teaching the "upstairs" exercise class for 20 or so years. She retired on November first and we will truly miss her as she was a fixture at the senior center.

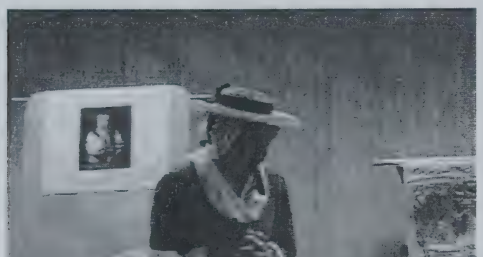
Thanks to Myrna Saltman we had the pilot for what will hopefully be an ongoing intergenerational program with the elementary schools, specifically 4th graders. "Seniors" (over 55) volunteer one hour a week for six weeks for each program and meet with students and do projects with them in the classroom in an effort for both groups to learn more about each other.



Congressman John Tierney just happened to come by on the day of one of the Bridges Reunions at the senior center. This picture shows Mrs. Cummings class, with (last row, l-r) Mrs. Cummings, COA Director Marge McDonald, Participant Joyce LeBlanc, Participant Joan Ross, Congressman Tierney, Participants Shelley Sereni, Virginia Mooney, Coordinator of the Bridges Program Myrna Saltman, this year's co-coordinator Mary Romeo and Katherine Sunderland

*The Council would like to take this opportunity to once again thank Shaws, Roche Bros, LaCascias, and Delicious Desserts for their continued generous donations of baked goods and other edibles throughout the year as well as Lahey Clinic for the exercise instructor on Mondays and Wednesdays. Thank you to the Rotary for their annual dinner dance and their continued support of senior agencies. Also, thank you to Lahey Clinic for their DoN grant that provides us

with a Tai Chi instructor, senior stretch teacher, and Arthritis, Chronic Disease, Healthy Eating and Diabetes Workshops. Thank you to the Cultural Council who continue to fund events and the Student Council for the Spring Fling held at the senior center for the seniors. We would also like to thank Not Your Average Joes, Barb Davis, The Chateau, Brightview Concord River, Hilton Garden Inn, Tavern in the Square, A Whole Bunch Flower Market, Arrow Paper and Atria Longmeadow and Stonebridge Assisted Livings for their support of our efforts.



The Burlington Cultural Council sponsored in full Kate Carney as Paul Revere's Mother-in-Law.

COA Staff
Margery McDonald, Director
Brenda Pappas, Outreach Coordinator
Debra Gochis, Principle Clerk
Rita Shah, Outreach Worker
Patricia Walsh, Van Driver
Kevin Crehan, Van Driver
Joyce LeBlanc, Clerk
Lynne Murphy, Clerk
Alicia Moran, Weekend Van Driver
Joe Garbino, Weekend Van Driver
Michelle Vella, Meal Site Manager

COA Board Members
Joanne Kinchla, Chairperson
Eleanor Hutchinson, Vice Chair
Marigrace Silva, Secretary
Ralph Patuto, Selectman Liaison
Susan DeRosa
Muriel O'Brien
Sue Trousil
Bernice Whittington

Respectfully submitted,

Margery R. McDonald
Director

TREASURER/COLLECTOR

The Town of Burlington's average residential single-fam homeowner's annual tax increase for fiscal year 2014 was 3.28 The commercial industrial increase was 4.40% in 2014. The avera residential value of homes in Burlington increased from $ 382,80 fiscal year 2013 to $387,700 in fiscal year 2014. This was a dir result of an improvement in real estate values in the last twe months. The Town of Burlington had new growth of $ 2,011,752 tax dollars which makes Burlington very unique in relation to w other Towns are experiencing for their tax levy. The Town Burlington still remains $3,281,767 under the total amount of ta can levy beginning the new tax year of 2015.

The value of all Town property went from $4,663,288,818 in 20 to $4,767,295,033 in 2014 an increase of $104,006,215. This incre in value was a result of an economy that is slowly starting improve. Commercial Industrial values went from $1,682,027,668 fiscal 2013 to $1,726,622,683 in 2014 an increase of $44,595,0 Residential values went from $2,981,261,150 in 2013 $3,040,672,350 in 2014 or an increase of $59,411.200. The total ta levied went from $88,648,222 to $92,154,383 or an increase $3,506,161 for Fiscal Year 2014.

The breakdown of taxes levied on its two tax rates for FY 201 below in the following chart.

CLASS	LEVY %	VALUATION BY CLASS	TAX RATES	LEVY B CLASS
Residential	39.5945%	3,040,672,35	$12.00	36,488
Open Space	0	0	0	
Commercial	49.1590%	1,405,152,603	$32.24	45,302
Industrial	6.0050%	171,648,200	$32.24	5,533
SUBTOTAL	94.7585%	4,617,473,153		87,324
Personal	5.2415%	149,821,880	$32.24	4,830
TOTAL	100%	4,767,295,033		92,154

The Town of Burlington continued to explore and rev strategies to reduce rising health insurance costs for both employees and the Town. Disease management and cost utiliza review are crucial to controlling health care costs. The To continued to be aggressive in managing these elements of annual health care system.

The Town of Burlington claims experience has seen a l improvement in total claims since changing to high deduc insurance plans in 2011. We have reduced our claims experie from $ 10,704,684 in 2010 to $ 9,997,246 in 2011 for active retired employees under 65 years old. Our second year claims u this plan were $9,709,551 a reduction of $995,133 over the years. The claims for 2013 after 10 months are averaging $768 compared to claims of $809,129 in 2012 or a reduction of $40

thly. The high deductible plans continue to save the Town and nployee's premium costs. The Town is self insured and we have able to increase the Town and employees trust fund to a ice of roughly $3,400,000 as of 10/31/13. The two high ictible alternative HMO plans through Harvard Pilgrim Insurance d the Best Buy plan and Network Blue New England a ictible plan with BX-BS have almost identical benefits. These ; offer a $1,000 deductible for an individual and $2,000 for a y. The Town pays the first $500 of the individual plan deductible and $1,000 of the family plans deductible costs. These plans ed saved the employees an average of $660 per year in iums for an individual plan and $1,716 per year for a family in 2011. The decision to go to high deductible plans saved the close well over $ 2,000,000 in budget increases for fiscal year and 2013 combined. The Town's budget has had an average ase of less 5% over the last 5 years. The Town continued to a PPO plan from BX-BS called Blue Care Elect. The Town also inued the several senior health care plan options for retirees over 65. This gives our seniors more choices and price competition. We have also expanded our Wellness Program to all employees to try and promote good health with Walking Programs, Physical Fitness Programs and a diabetes incentive program to promote weight loss and education about reducing health insurance costs and future claims by making smart choices. The Town also hired a private contractor to audit our enrollment of membership in all our health insurance programs to make sure we were insuring only eligible members. We were able to find a few members who were not eligible to continue their insurance and this will reduce our overall claims as well.

The following is a listing of gross and net payrolls as well as the withholding for benefits and other payroll deductions of Town employees for the years 2009 through 2013.

	2009	2010	2011	2012	2013
GROSS PAYROLL	53,976,990.17	57,691,905.75	59,658,427.85	60,761,981.05	65,713,477.14
WITHHOLDING					
Federal Tax	5,638,174.20	6,194,260.93	6,939,259.47	6,861,086.67	7,379,423.90
State Tax	2,427,898.56	2,589,241.28	2,702,044.67	2,695,736.25	2,910,254.72
Retirement	4,662,004.00	5,010,998.35	5,142,796.00	5,280,336.01	5,770,320.20
Health Insurance	2,378,211.41	2,546,713.12	2,240,625.75	2,591,650.95	2,827,573.25
Disability Insurance	115,640.42	126,476.66	133,062.68	138,868.45	183,964.40
Delta Dental Insurance	228,794.49	219,221.13	251,236.08	311,496.73	318,305.68
Credit Union	2,701,770.78	2,574,204.35	2,384,594.44	2,193,522.32	2,183,939.95
Tax Shelter Annuities	628,221.66	671,150.89	678,627.60	745,452.49	805,606.12
Deferred Comp Plans	1,211,104.44	1,188,229.39	1,284,238.10	1,301,218.35	1,469,025.61
Teachers Association	218,546.54	233,690.91	243,992.47	254,979.85	273,232.88
Union Dues	189,166.07	191,185.45	200,976.14	211,966.89	214,413.01
Suspence	38,457.02	29,471.50	16,870.00	19,398.58	24,939.54
Life Insurance	78,595.65	79,335.61	76,728.74	89,130.25	96,470.91
Fica-Medex	603,008.53	662,497.46	700,103.61	729,371.06	806,138.90
Social Security	3,029.24	0.00	1,148.67	3,186.97	3,194.20
Flexible Spending	222,275.21	303,963.67	416,179.71	427,015.08	450,927.21
Firepac	1,725.51	3,205.80	3,189.80	4,078.56	4,135.59
Sprouts	27,087.00	148,357.60	217,231.20	266,403.54	329,175.00
TOTAL WITHHOLDINGS	21,373,710.73	22,772,204.10	23,632,905.13	24,124,899.00	26,051,041.07
NET PAYROLL	32,603,279.44	34,919,701.65	36,025,522.72	36,637,082.05	39,662,436.07

ington Community Scholarship Foundation

he Town of Burlington Community Scholarship Foundation had her successful year of fund raising and continued to grant over 00,000 in scholarships awards. The Annual Telethon raised 390 in receipts and another $9,067 was donated by residents our tax billing check-off system. We were also able to raise 892 from our Adopt-A-Class programs and another $3,569 in miscellaneous donations. These contributions enabled the Scholarship Foundation to grant $114,500 in Scholarships in 2013. The Burlington High School Scholarship Fund awarded $205,675 in Scholarships in 2013. The Burlington Community Scholarship Foundation awarded a total of $320,175 in scholarships in 2013.

The endowment funds invested at UBS Financial Services had a positive return of 10.65%. These funds are professionally managed. The total investment gain and interest income on the scholarship funds was $95,583.Total assets of the endowment fund had an

increase of $34,249 in 2013. The major reason the assets increased was the large increase in our investments market value. The scholarship endowment balance was $1,314,016 as of December 31, 2013.

Town Meeting continued to support the improvement of reinvesting in our infrastructure by voting an authorization of $500,000 to pay for water distribution system upgrades. They also voted a $700,000 appropriation to purchase the property at 33 Center Street which is adjacent to the Town Hall. This property will be renovated and used for office space for town departments. This was voted at our annual May Town meeting. The Town Meeting voted at our September Town Meeting to appropriate $1,995,000 to purchase the property at the corner of great meadow road and Middlesex Turnpike to house a new future fire station expansion. The Town had its AA+ credit rating re-affirmed on July 12, 2013 from Standard & Poor's rating agency on the $ 9,430,000 one-year bond anticipation note. The bond note proceeds will be used to finance $3,500,000 for the Marshall Simonds Middle School construction, $2,500,000 for the roadway and parking lot Paving, $1,200,000 for cemetery expansion, $700,000 for the purchase of 33 Center Street, $895,000 for the high school elevator, $500,000 for the water distribution upgrade and $135,000 for the water storage tanks. The interest rate received for the notes was .01820% a very favorable rate. The Town had rolled over $5,000,000 for thirty days for the Marshall Simonds school renovation project and $1,200,000 for six months for the Memorial school project in bond anticipation notes at net interest costs of 0.2780% and 0.30000% respectively. The Town has been very fortunate to have been able to finance and complete so many important infrastructure improvements during this very favorable interest rate environment. The Town has committed to using our meals tax revenue of at least $1,100,000 annually as a revenue source to help finance the capital projects principal and interest payments each year. This will help the Town continue its commitment to improve the infrastructure without putting a strain on our budget every year.

The Town Stabilization Fund balance was $5,850,215 as of 6/30/13 and the Town's Free Cash balance was $9,021,382 as of 07/01/2013. The Town of Burlington cash reserves are healthy compared to most cities and towns in Massachusetts. We have been able to maintain all current services offered to residents during this most difficult economic climate. The Town also was able to avoid layoffs, override votes to increase taxes and no user fees for busing, trash, or athletic programs. The Town continued to invest and improve our current infrastructure and still maintains an unused levy capacity of $ 3,281,767.

The economy has improved and unemployment and the housing market are showing positive signs of a healthy recovery. The construction industry is showing positive signs of new activity. We are slowly emerging from the largest recession since the great depression. The Town of Burlington has been able to get through these economic down turns well in the past thirty years because of our diverse tax base. We must continue to maintain conservative spending habits and look for alternative revenue sources to h provide the funding necessary to provide the quality of servi residents in Burlington have expected.

STAFF: Teresa Clement, Pat Dotson, Sheila Flaherty, Jayne Hy Andria O'Shea, Paula McMahon, Loreen Perron, Lisa Runyan, Melir Sullivan, Jennifer Ryan

Respectfully submitted,

Brian P. Curtin
Treasurer/Collector

ASSESSOR

The Board of Assessors is pleased to submit the following rep of department activities for the calendar year ending December 2013.

During the year the Assessors held regular meetings and wh needed, had meetings with taxpayers and interested citizens. Appraiser/Assistant Assessor, James Doherty, attended Departm Head, Ways & Means and Town Meeting as the Assess Department representative.

The primary function of the Assessors' Office is to value all and personal property within the community. Members of the Bo as well as office staff, attended schools, classes, conferen seminars and clerk's meetings sponsored by the Department Revenue, Massachusetts Association of Assessing Officers, NRA and IAAO, in an effort to maintain their proficiency in administration of the office, and the appraisal and valuation o real and personal property for assessment purposes.

Massachusetts law mandates a value be placed on all property and taxable personal property. A great deal of informa about property and market characteristics is collected, recorded analyzed. As an example, Income and Expense Statements mailed to commercial and industrial property owners every year, sales verification forms are mailed to every new owner of property each month. Forms of List are sent to all business ow requesting information on all taxable personal property. All buil permits received in the office are reviewed and, if necessary, visited by a representative of the Assessors' Office.

The Massachusetts Department of Revenue mandates that Assessing Department visit each house every nine years to v property data. The Town of Burlington opted for a cyclical inspec cycle rather than a full measure and list (which means all the da collected within one fiscal year). The Town of Burlington entered a new verification cycle starting in Fiscal Year 2010. Patriot Prope will be conducting the cyclical inspections. Inspections will conducted by map area (between 100-200 parcels per map) v

ıg about 900 homes each year. A letter from the Assessors' e will then be mailed to each owner notifying the taxpayer when pect a data collector. If access is not gained, each property r will receive a second letter requesting they schedule an intment for the data collector to visit their home. We ırage all property owners to cooperate and schedule and ction.

December, once the Board of Selectmen sets the tax rate, the ills are mailed out. This generates a lot of activity within the , including but not limited to, processing exemption and ment applications. The information gathered, along with the ant Assessor's recommendation, is provided to the Board of sors for a determination on the application. This year we ssed over 340 exemption applications, which included disabled ans, widows, senior citizens and blind persons. The Assessors' e has continued to provide awareness of these exemptions and ırages any property owners interested to contact the office.

ıring the first two weeks of January over 1,200 Forms of List mailed to businesses and are due back to the office on March lso, approximately 650 Income and Expense requests were d out at the beginning of the year to owners or lessees of ne producing property. The Income and Expense forms are due office sixty days after they are mailed.

so at the beginning of the year, a large motor vehicle excise nitment was received from the Registry of Motor Vehicles with rous additional smaller commitments received periodically g the year. Since many in the community receive an excise tax he bills generate numerous questions that are addressed by the staff. Out of over 25,000 excise tax bills mailed, almost 1,000 red some sort of adjustment. Some examples include; if a car is stolen, taken off the road or the taxpayer has moved to another nunity or state and the plates are transferred to another vehicle turned to the Registry of Motor Vehicles.

he general public now has access to look up deeds that have recorded in the Middlesex Registry of Deeds, Southern District. web site address is .www.cambridgedeeds.com. The Registry provides a compact disk to the Assessors' Office approximately 6 weeks. In 2013 the Assessors' Office processed over 160 ied abutters lists. Certified lists as well as labels are provided by Assessors' Office for a fee. Last year the Assessors generated $6,700 in fees from abutter lists as well as from copies and rch time for the Archivist. The money received is deposited into the Town's General Fund.

he Fiscal Year 2014 tax roll for the Town of Burlington contains real property accounts and 1,177 personal property accounts. otal assessed value of all taxable property was $4,767,295,033 a tax levy of $92,154,383.50. The Selectmen voted to continue tax rates which resulted in an $12.00 residential and a $32.24 nercial rate per thousand of assessed value.

The Town is in the process of establishing a new website. The Assessing staff has researched additional content for the site and is looking forward to implementation in the next few months.

Located at the Assessors' counter are two touch screen computers for public use. The computer software searches by ownership, street, or, parcel for all taxable and exempt properties in the Town of Burlington. Residents can look up different properties as well as their own for detailed information.

The Board of Assessors would also like to thank the Administrative staff, Marcia Nonni, Maureen Nicoloro, Debra Smoske and James Doherty for their assistance this year.

Respectfully submitted,
The Board of Assessors

Catherine O'Neil, Chair
Paul R. Sheehan, Vice Chair
Michael Crocker, Secretary

PLANNING BOARD



Planning Board: Front row (left to right): Barbara G. L'Heureux, Member Clerk; Chairman Paul R. Raymond; Jack D. Kelly, Vice Chairman. Back row (left to right): Ernest E. Covino, Jr. Ann M. Cummings, Paul F. Roth, Joseph A. Impemba.

Planning is a dynamic profession that works to improve the welfare of people and their communities by creating more convenient, equitable, healthful, efficient and attractive places for present and future generations. Planning involves technical, political and legal processes to guide the use of land and design of the urban environment to ensure the orderly development and fiscal stability of the community. It concerns itself with research and analysis,

strategic thinking, urban design, public consultation, policy recommendations, implementation and management. Planning enables civic leaders, businesses, and citizens to play a meaningful role in creating communities that enrich our lives.

Organization and Membership

The Planning Board was established by a vote of Town Meeting in 1939 in accordance with Massachusetts General Laws, and the first Board was elected in 1940. The Board normally holds regularly scheduled meetings on the first and third Thursdays of each month. At the annual Town Elections in April 2013, Ann M. Cummings was reelected to a five-year term. The Planning Board's officers and committee appointments following the April 2013 election were as follows:

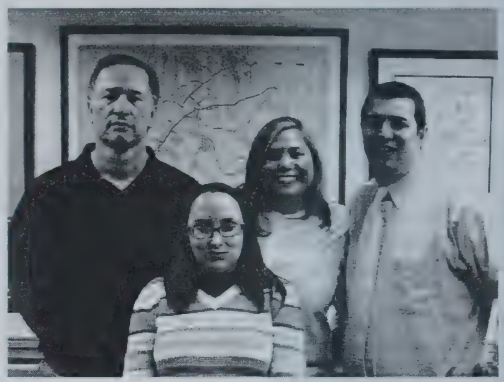
OFFICERS:
Paul R. Raymond, Chairman
John D. Kelly, Vice Chairman
Barbara G. L'Heureux, Member Clerk

MEMBERS:
Ernest E. Covino, Jr.
Paul F. Roth
Ann M. Cummings
Joseph A. Impemba

COMMITTEE MEMBERSHIP:
Select Members of the Planning Board serve as representatives on the following committees: Route 3A Committee, Sign Bylaw Committee, Liaison Committee, the North Suburban Planning Council, Telecommunications Committee, Marshall Simonds Middle School Committee, Biotech Subcommittee, Bike Path Committee, Information Systems Advisory Committee, Burlington Housing Partnership, Storm Water Management Committee and B-Line Advisory Committee. Joseph A. Impemba serves as the Board's representative to the Recreation Commission.

PLANNING BOARD STAFF
Kristin E. Kassner, Planning Director
Donald Benjamin, Senior Planner
Josh K. Morris, Assistant Planner
Jennifer Gelinas, Principal Clerk
Noel Judd, Recording Clerk

In December of 2012 Kristin E. Kassner, formerly the Senior Planner, accepted the position of Planning Director and Don Benjamin, formally Assistant Planner, was appointed to fill the Senior Planner position. With the support of Town Meeting the department was able to fill the vacant Assistant Planner position. Over 75 applicants applied for the position. After a rigorous interview process, Josh K. Morris was appointed Assistant Planner by the Planning Board. Josh, a Massachusetts native, comes to the Planning Department with B.A in Geography and Urban Studies from the University of North Carolina at Chapel Hill and a M.A in Urban Environmental Policy and Planning from Tufts University. Jen Gelin continues her vital role as Principal Clerk and the Department.



Planning Staff
(left to right): Don Benjamin, Jen Gelinas, Kristin Kassner, Josh Morris.

The Planning Director is a member of the Staff Traffic Advis Committee (STAC) and Route 3A Subcommittee. The Director a serves as the Town's representative to the Metropolitan A Planning Council and as Co-Chair of the North Suburban Plann Council. The Planning Board Chairman and Staff, jointly with Town Administrator and Selectmen, continue to participate in t regional initiatives: Middlesex 3, a regional partnership, cooperation with municipal, academic and business institutio within Bedford, Billerica, Chelmsford, and Lowell; and the MA mapping project to identify regional growth and preservation ar and associated transportation and infrastructure needs within North Suburban Planning Council sub-region.

Planning Activities

In 2013 the Planning Board opened hearings on the follow amendments to the Zoning Bylaws:

Article X, Section 10.6.0: Temporary Moratorium on Med Marijuana Treatment Centers: approved at Town Meeting Janu 2013. This amendment defines and adopts a temporary moratori on the use of land or structures for a Medical Marijuana Treatm Center. The moratorium shall be in effect through June 30, 2(Since the passage of the moratoria the Planning Department embarked on the Planning Process holding public forums to hel educate, inform and hear from the public regarding fu regulation of Marijuana Treatment Centers and related uses Burlington.

Mary Cummings Park: passed at Town Meeting May 2013. The L Use Committee submitted a rezoning petition for three lots included as part of the original Open Space rezoning of the M P.C. Cummings Land) owned by the City of Boston on South Bed

t, to rezone from One-Family Dwelling (RO) District to the Open e (OS) District.

& 10 Van de Graaff Drive (Oracle): passed at Town Meeting mber 2013. Oracle America Inc. Company submitted a rezoning on for a 12.8 acre portion of the existing Oracle Campus from eneral Industrial (IG) District to the Industrial High Rise (IH) ct.

DOT "Canyon" Parcel: failed at Town Meeting September 2013. Gutierrez Company submitted a rezoning petition for a 15 acre l of land created by the MassDOT from the Route 3 right of on the south side of Route 128 off Wheeler Road, to rezone this erty to a General Industrial (IG) District.

82 Cambridge Street: This item is scheduled for the January Town Meeting. M11 Realty Trust submitted a rezoning petition mend the existing Corporate Center Planned Development ct to incorporate a 5.5 acre of adjacent land into the existing PD ct.

he Planning Department opened public hearings in 2013 on the wing additional regulatory initiatives: Articles II & IV: Hotels, ls and Residence Hotels(passed at January 2013 Town ing), Articles IV & VI: Non-Conforming Uses and Structures ed at January 2013 Town Meeting), Article IV: Backyard ens (Passed at January 2013 Town Meeting), Article II & IV: ng Garages, Article VII, Access through RO Districts (Passed at ary 2013 Town Meeting) and Article VII: Lighting.

he Planning Department provided ongoing technical assistance everal committees including, Land Use Committee, providing tance with Article VII, and Section 7.6.0 Lighting and The Route ommittee with architectural design review for proposed projects ongoing construction oversight of approved projects within the n Center.

he Planning Department continues to report to the Office of sing and Economic Development on the status of growth within Priority Development Sites within Burlington, including hwest Park and Network Drive. Planning Staff has also worked closely with Town Departments including, The Town inistrator, Engineering, DPW and Police and local property ers on the implementation of the MassWorks grant funding and gation requirements outlined in various Planned Development icts to advance improvements along Middlesex Turnpike. The artment also works closely with other Town Departments ing by-monthly Development Coordination Meetings.

g-Range Planning

lassachusetts General Law requires that every municipality in the monwealth complete a Comprehensive Master Plan, Burlington aching the 20-year mark since the last Plan was created. The ter Plan is a community's general "blueprint" for its future, guiding regulatory changes, land use policies, budgeting decisions, and much community decision making. The Master plan is a comprehensive process that will take place over the next few years to complete all of the elements, including land use, housing, economic development, natural & cultural resources, parks & open space, community services & facilities/utilities, transportation, and implementation of the Plan. The Plan will involve a public process, community outreach and engagement and a dialog with residents to draw a roadmap for Burlington over the next 20 years. In 2013 The Planning Board kicked off Phase I of the Comprehensive Master Plan. We are underway interviewing consultants and look forward to beginning public outreach and discussion in early 2014. In 2014 we hope to continue this effort introducing Phase 2: Transportation to evaluate the overall transportation network, problems and possibilities throughout Burlington. We will need the support of the Town through all phases of the Master Plan to guide the right balance of new development and essential services, environmental protection, and innovative change that address the complex and intertwined issues that will be facing the community over the next decades and beyond.

Permitting Activities

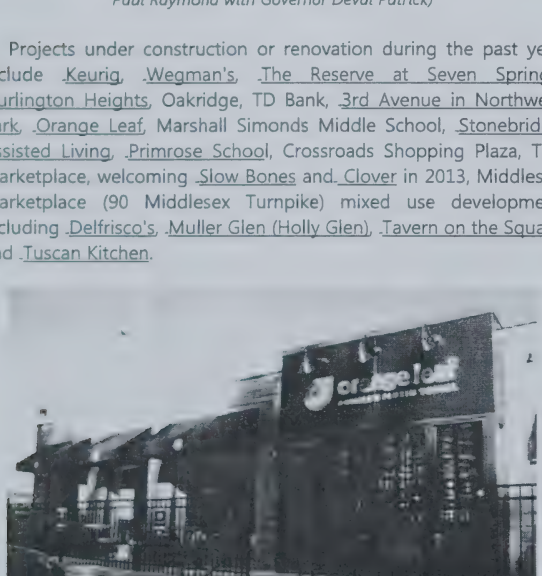
Development activity under the jurisdiction of the Planning Board falls into three categories: subdivisions, site plans, and special permits. The Subdivision Control Law is the statutory authority that gives the Planning Board jurisdiction over the creation of new lots and construction of new streets. Site Plan review and Special Permit granting authority are derived from Town Meeting through the Burlington Zoning Bylaw. In 2013, there were 93 applications and requests related to land development that required a formal decision by the Planning Board. This is the highest applicant load the department has processed in over a decade. Application fees collected in 2013 reflected a 59% increase over fees collected in 2012, not including Planned Development District Inspection Fees. This increase can be attributed to both an increase in applications as well as the inflation adjustment increase of the Planning Board Fee schedule approved by the Planning Board and went into effect on July 1, 2012. The fees were inflation adjusted and brought into accordance with fees from other surrounding towns. The increase in fees accounted for an additional $64,215.83 toward the Town's general fund.

As Northwest Park, New England Executive Park and other outdated office campuses and retail centers continue to redevelop and evolve we expect a continued steady increase in applications through 2014. 3rd Avenue in Northwest Park held a groundbreaking in October. Town officials and representatives from the Nordblom Company were joined by Governor Deval Patrick, Greg Bialecki, Massachusetts Secretary of Housing and Economic Development, State Senator, Ken Donnelly and State Representative, Ken Gordon.



3rd Avenue Ground Breaking, October 2013(Planning Board Chairman Paul Raymond with Governor Deval Patrick)

Projects under construction or renovation during the past year include .Keurig, .Wegman's, .The Reserve at Seven Springs, .Burlington Heights, Oakridge, TD Bank, .3rd Avenue in Northwest Park, .Orange Leaf, Marshall Simonds Middle School, .Stonebridge Assisted Living, .Primrose School, Crossroads Shopping Plaza, The Marketplace, welcoming .Slow Bones and. Clover in 2013, Middlesex Marketplace (90 Middlesex Turnpike) mixed use development including .Delfrisco's, .Muller Glen (Holly Glen), .Tavern on the Square and .Tuscan Kitchen.



(Orange Leaf yogurt in the Town Center)

Development Applications Under Subdivision Control Law:

The review of proposals to create new lots or construct new streets under the Subdivision Control Law may fall under one of three categories: ANR, Preliminary Subdivision, or Definitive Subdivision.

Approval Not Required Plans (ANR's)

The ANR procedure may be used to create new lots if the propos lots have the minimum required frontage on a public way, or convey land area to an adjacent lot. By State Law, these divisions land are not regulated under the full requirements of the Subdivisi Control Law, and the Planning Board has no authority to review a approve them as definitive subdivisions. There were six "Appro Not Required" (ANR) plans filed in 2013, five of which were endors and one in which the Board chose to take no action on.

Preliminary Subdivisions

A preliminary subdivision plan reflects the potential division of la into two or more lots, and is required for all non-resident subdivisions. It is recommended, but optional, for resident subdivisions. The preliminary subdivision plan allows the Planni Board and the Board of Health to review and have input or conceptual proposal with respect to lot configuration, road layo utilities, and drainage. There was one preliminary subdivision fi in 2013 which was withdrawn by the applicant. The one prelimin subdivision pending from 2012 was subsequently approved by Board.

Definitive Subdivisions

A definitive subdivision plan is a division of land into two or m lots and details specifically how a new subdivision road will be l out, the final lot configuration, and the location and dimensions utilities such as water, sewer, and drainage facilities. The Plann Board must review the submitted plan for conformance with Board's adopted Subdivision Rules and Regulations and the Boarc Health's recommendations. The Planning Board must approve plan unless it does not conform with its adopted regulations or v the regulations of the Board of Health. No definitive subdivis plans were filed in 2013. Of the three definitive subdivis applications pending from 2012 two were withdrawn and one subsequently approved.

Under the Zoning Bylaw:

The Zoning Bylaw requires that the development, redevelopm or improvement of all commercial, multi-unit residential municipal services projects may only be constructed in accorda with an approved site plan. The Planning Board reviews s proposals to ensure that the development of a site is conducte accordance with the Zoning Bylaw and will not result in proble with respect to Town utilities, or create adverse impacts on adja property. The Planning Board's Site Plan Rules and Regulations h established four levels of review depending on the scope of acti proposed and previous decisions of the Planning Board affecting subject property. The four levels of review are Site Plan, Site Waiver, Minor Engineering Change, and Insignificant Change. Zoning Bylaw also designates the Planning Board as the Spe Permit Granting Authority.

Plans

mal Site Plan review is required for projects involving new ruction or substantial additions or alterations to an existing y, and may be imposed where an alteration is proposed for ng facilities that predate the establishment of the site plan w process. The application process requires a public hearing a multi-departmental review of the proposal. Six site plan cations were filed in 2013. Site Plan applications include, a -tenant building at 201 Middlesex Turnpike with a Starbucks drive through ATM, a maintenance building at Lahey Clinic ital, an expansion of the Oracle campus and a proposed new urant. Four of the applications were approved and two remain ing into 2014.

Plan Waivers

roperty where a site plan has been previously approved, or for atively minor change to a property where there is no approved lan, a property owner may receive permission to make changes e development on that property by applying for a site plan er. The Planning Board received three requests for site plan ers in 2013 of which two were approved and one remains ing into 2014. Site Plan Waiver applications include, Burlington & Facial Surgery Center and an elevator and paving project at urlington High School.

or Engineering Changes

perty owner may wish to make a minor change to an approved lan. Such changes usually involve minor adjustments in plan ls necessitated by field conditions. Examples of such changes de parking space alignment, handicapped access adjustments, minor drainage improvements. The Planning Board received ty-eight requests for minor engineering changes in 2013 of n nineteen were subsequently approved, one was withdrawn eight remain pending into 2014.

nificant Changes

nificant changes to an approved plan constitute the most minor changes made in accordance with site plan review. This type of ge may include a minor adjustment of parking space alignment ssitated by on-site conditions, changes in exterior doorways or r handicapped accessibility improvements. The Planning Board ved five requests for insignificant changes in 2013 four of which approved and one remains pending into 2014.

ial Permits

purpose of a special permit is to control uses which may be opriate, depending on the location and the manner in which the is developed and operated. Special permits are generally for specified in the Zoning Bylaw which require the highest degree crutiny by the Planning Board. Restaurants, fast-order food blishments, hazardous materials use and storage, fuel storage, motive uses, and communication antennas are common nples of uses that require a special permit in Burlington. Most construction within a Planned Development District also requires a Special permit. Thirty-Nine special permit applications were filed in 2013, of which Thirty-One were issued, two were withdrawn and six remain pending into 2014. The Planning Board opened hearings on the following restaurants in 2013, The Bancroft Chophouse, Redstone American Grill, Tuscan Kitchen, Tony C's, Del Frisco's Grille, The Bombay Club, Clover Fast Food, Slow Bones and Qdoba Mexican Grill. Other major developments requiring a special permit include the redevelopment of Third Avenue in Northwest Park, Keurig, Primrose Day Care, DCU Bank, 201 Middlesex Turnpike mixed use redevelopment, 90 Middlesex Turnpike mixed-use redevelopment, Muller Glen Open Space Residential (OSRD) Project and Grandview Farm.

Application Fees

The Town collects fees for applications made to the Planning Board for subdivisions, site plans, site plan waivers, special permits, and planned development district rezoning applications. Subdivision inspection fees are also required. Fees collected are directed to the general revenue fund of the Town. In 2013, the following fees were collected:

Definitive Subdivisions	$ 0.00
Approval Not Required	$ 1,200.00
Preliminary Subdivisions	$ 846.00
Special Permits	$ 53,950.00
Site Plans	$ 18,804.00
Site Plan Waivers	$ 500.00
Minor Engineering Changes	$ 14,000.00
Insignificant Changes	$ 1,000.00
Rezoning Applications	$ 19,535.00
APPLICATION FEES COLLECTED	**$109,835.00**
PD Construction Inspection Fees	$ 48,279.08
TOTAL FEES COLLECTED	**$158,114.08**

Respectfully submitted:

The Planning Board
Paul R. Raymond, Chairman
John D. Kelly, Vice Chairman
Barbara G. L'Heureux, Member Clerk
Ernest E. Covino, Jr.
Paul F. Roth
Ann M. Cummings
Joseph A. Impemba

RECREATION DEPARTMENT

In 2013 the Recreation Commission faced one of its most difficult challenges in the nearly 50-year history of the Recreation Department – a void in leadership created by the September resignation of Don Lorinovich, the Director of Parks and Recreation. Lorinovich had served more than four years as the Department's top administrator.

In a proactive approach to a difficult situation, the Commission hired former Recreation Director, Don Roberts, in October as interim Director of Parks and Recreation to provide stability until a new director could be appointed. At the end of the year, the search for a new Director had not been completed. The Recreation Commission expects to fill the position in January, 2014.

Because of the Recreation Department staff's commitment to excellence and great teamwork, the Recreation Department's mission was not compromised, and the town's recreation programs and facilities were not negatively impacted by the leadership void and personnel changes. As a matter of fact, we are pleased to report that 26 new programs were added during the year; special events were bigger and better than ever; and many improvements were made to Burlington's parks, playgrounds, and athletic fields.

The Recreation Department's many accomplishments during the past year were primarily the result of the dedication and commitment of our program and maintenance staffs, volunteers, and Recreation Commissioners. We wish to recognize the following people for their contributions to the success of the Recreation Department in 2013 and in previous years:

- Dave Vigneau, Assistant Parks Superintendent, who retired in 2013 after 40 years of service to the town;
- Jack Ferren, who left the Recreation Commission after 16 years of dedicated service;
- Christine Monaco, School Committee representative to the Recreation Commission, who served ten years as a Commissioner;
- Paul Raymond, Planning Board representative to the Recreation Commission, for 15 years;
- Dick Linder, who was honored by the Recreation Commission for helping the Recreation Department with audiovisual repairs and improvements;
- Ernie Zabolotny, who has been nominated for a special citation award from the Massachusetts Recreation and Park Association, for helping the Recreation Department secure a grant for the development of Wildwood Park.

The Parks Division of the Recreation Department strives continually improve the town's parks, playgrounds and athletic fie for the residents of Burlington. One way we are doing this is using organic fertilizers on Town properties. This is the fourth y of this program using only all-natural organic products, which safer to all who use the fields, and also better for the environm we live in.

We are also using a fairly new technology of installing t blankets on some of our athletic fields just before the first frost ea year. The blankets enhance seed germination and speed up opening of the fields for play in the spring.

Projects completed by the Parks Division during the past y included the following:

- Renovation of the street hockey court at Simonds Park;
- New granite steps leading to the Simonds Park ten courts;
- Installation of a new infield and drainage system at Rot Field;
- Installation of new lighting at the Simonds Park basketb courts
- Construction of an information kiosk at Wildwood Park;
- Opening of the newly constructed athletic fields a walking path at Mary P.C. Cummings Estate Burling Recreation Area on Blanchard Road;
- Repair and repainting of the Simonds Park wading pool;
- Decoration of the Town Common for the holidays;
- Installation of sports lighting at the new turf field Marshall Simonds Middle School, a project supported the School Committee and Town Meeting.

We want to take this opportunity to thank Town Meeting supporting our request to replace two pickup trucks and to purch a new mower in order to improve the Parks Division's operation 2013 and for years to come.

The Programming Division of the Recreation Departm continued to offer high quality recreation programs, workshops special events; collaborated with different organizations, ager and individuals; and hired, trained, supervised and evaluated qu staff and volunteers. In addition, we continued our dedication to parks and recreation profession and our community thro involvement in our professional organizations. Some of highlights for the year include:

We decided to bring back vacation programs for middle school children this year. There were over 45 children in attendance each day of our April "Staycation" program. We visited places like CoCo Key Waterpark, Ultimate Paintball Adventure, and Hilltop Fun Center.

After careful consideration, we decided to restructure our ski and snowboard program to allow for a more challenging program. The Nashoba program is now offered on Tuesday afternoons for children in grades 3 through 5. Children in grades 6 through 12 are invited to join us on Friday nights to ski or board Wachusett Mountain.

We like to stay up-to-date with the latest fitness trends, and this year is no different! This summer, we purchased a barre and are now offering barre classes. Barre workouts combine a bit of dance, pilates, and yoga. We plan to increase our offerings into 2014.

Club 55+ program expanded its offerings by adding pool, whist, cribbage, badminton, and sing-a-long. The sing-a-long group, led by Susan Magliozzi, offered two successful performances for the residents of Stonebridge.

In October, we partnered with the Rotary Club of Burlington and Interact Club to host our annual Spooktacular Event. This year was bigger than ever – with more games and the scariest haunted house yet!

This year saw a transformation of the annual Tree Lighting event. We had train rides, a bounce house, fireworks and of course, Santa! Thank you to everyone that contributed to the event – it was our biggest to date!

ıe Recreation Department could not possibly meet the ational needs of the Burlington townspeople if we did not ve strong support from the community. In 2013 the following ıesses and organizations contributed greatly to the Recreation rtment's success:

- The Marshall Simonds Trust approved a grant of $80,000 for Simonds Park facility improvements, programs, and scholarships.
- Oracle Corporation and Erland Construction, Inc. provided volunteers to assist with landscaping and beautification of Town facilities.
- Herb Chambers Honda was a Platinum Sponsor and donated funds for fireworks at Celebrate Burlington, the Recreation Department's biggest special event.
- Lahey Clinic was a Gold Sponsor for Celebrate Burlington and partnered with the Burlington Mall and the Recreation Department to provide the "Walk for Wellness" program at the Mall.
- The Rotary Club of Burlington served as a sponsor for Concerts on the Common, Celebrate Burlington and the Halloween Spooktacular.
- Roche Bros, Salem Five Bank, and TD Bank each served as Silver Sponsors for Celebrate Burlington.
- The Sullivan family generously donated funds for Concerts on the Common and for Burlington's annual Tree Lighting event.
- More than 35 other businesses, organizations, and individuals supported Celebrate Burlington and other Recreation Department special events.

We believe the Recreation Department was able to enhance the quality of life for the citizens of Burlington in 2013 by expanding program offerings for people of all ages and abilities and by improving the Town's recreational facilities. The Recreation Commission and Recreation Department staffs are already working on plans to respond to the recreational needs of the community in the years to come. Major topics to be considered next year include the following:

- Development of a dog park in Burlington;
- Increasing corporate sponsorships for special events;
- Expanding recreational use of the reservoir;
- Completing building repairs at the Recreation Center;
- Restructuring the Youth Basketball program;
- Refining the Parks Division staff structure;
- Repairing a stone wall at Simonds Park;
- Considering Overlook Park facility improvements;
- Expanding our vacation offerings to include February vacation and adding activities for elementary aged children;.
- Continuing to offer diverse adult sport offerings. Look for dodge ball, whiffleball, kickball, and a variety of basketball leagues in the upcoming year.

We are proud of the Recreation Department's accomplishments in 2013 and look forward to the challenges that the new year will bring.

Respectfully submitted,

Burlington Recreation Commissioners
Kevin Sullivan
Kristine Brown
Timothy Horgan
Michael DeSimone
Joseph Impemba

Recreation Office Staff
Nancy Pondelli
Carol Lynch
Nancy Santilli

Recreation Parks Staff
Rich Cote
Mike Kelly
Bill Baker
Mark Gerbrands
John Lancelotte
Brian Cullinan
Adam Porter

Recreation Program Staff
Kelly Lehman
David Grubb
Mary Nelson

Parks Superintendent
Doug Gillingham

BOARD OF HEALTH

The mission of the Board of Health is to protect and promote the public health, to protect the natural environment, and respond to public health issues. The Board of Health enforces state mandated and local regulations, conducts inspections, issues permits, investigates complaints, promotes public health through education and community nursing programs, and prepares for and responds, if necessary, to varied public health emergencies.

The Board of Health consists of five members elected for three-year terms. Board of Health members are Wayne Saltsman, M.D., Ph.D., Chairman, Elizabeth Walendziewicz, R.N., Vice Chairman, Terry McSweeney, Edward Weiner, Ph.D., and James Dion. The Board of Health staff consists of a Director of Public Health, a Health Agent/Sanitarian, an Environmental Engineer, a Supervising Public Health Nurse, and one full-time and one part time Principal Clerk. In addition, two contracted health inspectors assist with food service establishment inspections.



Board of Health Members: (left to right) Elizabeth Walendziewicz, RN, Vice Chairman, Ed Weiner, PhD, Terry McSweeney, Wayne S. Saltsman, MD, PhD, Chairman, James Dion

Board of Health Staff:
Susan Lumenello, REHS/RS, CHMM, Director of Public Health
Marlene Johnson, RS, CPO, Health Agent
Andria Nemoda, RN, Supervising Nurse
Christine Mathis, Environmental Engineer
Leslie McLaughlin, Principal Clerk
Cathy Piccolo, Principal Clerk

Professional Development

In 2013, Board of Health staff attended trainings to support the professional responsibilities. The Director of Public Health became Registered Environmental Health Specialist/Registered Sanitaria (REHS/RS). In addition, she was awarded and completed a year lor educational fellowship from the National Association of City ar County Health Officers (NACCHO) designed to provide training ar guidance to new local Public Health Directors. Graduation from th fellowship required in-person meetings with an assigned coac numerous webinars, team conference calls with assigned coach ar peers, and quarterly reflection reports. The Director also attended six session training program for supervisors sponsored by the M Municipal Association and the University of Massachusetts.

The Director and Health Agent attended the MA Environment Health Association seminar on Air Quality Nuisances; the Heal Agent and the Supervising Nurse attended the Communi Sanitation Annual Spring Seminar; the Director and Supervisir Nurse attended a presentation for municipal officials on hoardin and, the Health Agent, Director, and Supervising Nurse attended MA Health Officers Association presentation on Medical Marijuar In addition, the Health Agent completed a 3 day refresher course c "Managing Retail Food Safety"; the Supervising Nurse attended th MA Public Health Nurse Association 17th Annual Conference ar completed mental health first aid training; and, the Environment Engineer attended the MA Department of Environmental Protectic Winter Seminar, completed MA Housing Inspector Training, ar completed the 40-hour BU School of Public Health Foundations f Local Public Health practice.

Regulation Enforcement

The Board of Health is the enforcement authority for several local l state regulations, including regulations on drainage, hazardous terials, tobacco sales, sale of tobacco and non-tobacco nicotine very products (i.e. e-cigarettes), smoke free workplace, food vice establishments, mobile food trucks, swimming pools, mbinant DNA, recreational camps, tanning facilities, private ls, the keeping of domesticated animals, and communicable ase investigation and surveillance. As part of enforcing local and e regulations, the Board of Health issues permits, conducts pections, and conducts complaint investigations. In 2013, the rd of Health revised its regulations on the sale of tobacco ducts and enacted new regulations prohibiting smoking in kplaces and public places.

.3 Permits/Inspections

pe of Permit/Inspection	*Permits Issued*	*Inspections Conducted*
od Service Establishments	243	757*
mporary Food Events	104	N/A
bile Trucks	18	18
imming Pools	20	106
nning Establishments	4	8
-Day Emergency Beaver Permits	3	2
bacco	29	29
ctronic Cigarette	12	12
creational Camps	1	1
ain Layers	16	N/A
ptage Haulers	9	N/A
neral Directors	1	N/A
eping of Animals	4	0
cupancy	N/A	38
lls	22	N/A
ainage	3	3
combinant DNA	4	4
zardous Material Registration	124	78
-demolition/Pre-Renovation	N/A	117
nk Removals (witness)	N/A	4
il Evaluation (witness)	N/A	5
nnels	N/A	9
tal	**617**	**1,191**

pections include routine, re-inspections, complaints, foodborne ss, and pre-operational

2013 Complaint Investigations

Food	58
Housing	33
Nuisance	13
Environmental/Hazardous Materials	19
Drainage	18
Smoking in the Workplace	2
Beaver	4
Tobacco	1
Trash	22
Pool	1
Animal	3
Other	7
Total	**181**

2013 Cases of Communicable Disease Surveillance

Communicable Diseases	*No. of Cases*
Amebiasis	1
Babesiosis	3
Bat Bite	4
Calicivirus/Norovirus	2
Campylobacter	9
Cat Bite	1
Dengue Fever	1
Dog Bite	9
Ehrlichiosis	1
Group A Streptococcus	4
Group B Streptococcus	3
Haemophilus Influenzea	1
Hepatitis A	1
Hepatitis B (chronic)	4
Hepatitis C (acute)	1
Hepatitis C (chronic)	16
Influenza	54
Lyme Disease	25
Salmonellosis	4
Shiga Toxin Producing Organism	1
Toxoplasmosis	2
Tuberculosis (latent)	54
Tuberculosis (active)	2
Varicella	6
Vibrio sp.	1
Total Cases	**210**

Burlington Volunteer Reserve Corp (MRC)

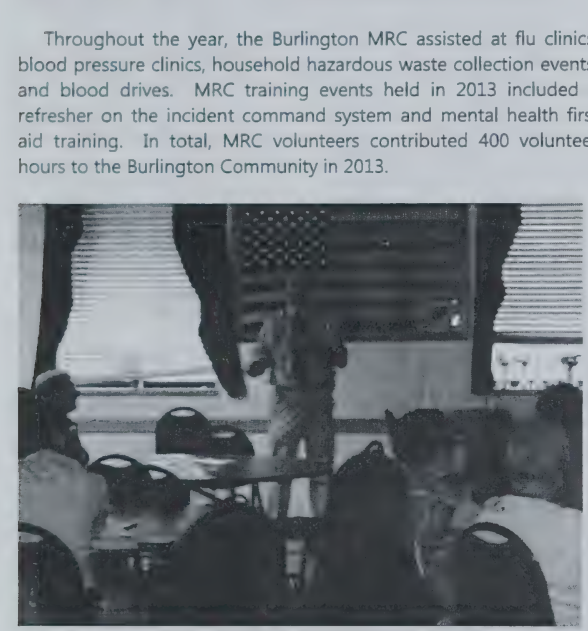
The mission of the Burlington Volunteer Reserve Corps (MRC) (BVRC) is to assist and support the Board of Health in public health initiatives and in declared and undeclared public health emergencies. The Burlington Volunteer Reserve Corps (MRC) was formed to promote public health and safety in the Town of Burlington in (1) public health emergencies (events that threaten public health such as disease outbreak or toxic chemical release); (2) mass casualty incidents (disasters that cause injury to or displacement of large numbers of people, such as hurricanes or blizzards); and, (3) community service activities (opportunities that foster the well-being of the residents of Burlington such as assisting at health fairs, flu clinics, etc.).

In March, 2013, through a grant provided by the National Association of City and County Health Officers (NACCHO), the MRC hired a part time (10 hours/week) administrative assistant to provide support in various areas, such as credentialing, tracking volunteer hours, assistance with meeting preparation, and creation of a

newsletter. In 2013, the MRC published several newsletters for volunteers and held three meetings that hosted guest speakers on topics such as the strategic national stockpile, MRCs and the Big Picture, two way radio training, and HAM radio use in emergency situations.

In June, 2013, through a grant provided by the National Association of City and County Health Officers (NACCHO), Susan Lumenello, Director of Public Health and Unit Leader of the BVRC, attended the 2013 MRC Seasonal Leadership and Training Summit in Loudon County, VA. Participation in the summit provided the opportunity to learn and interact with other MRC leaders across the nation through instruction and activities relevant to unit leaders.

Throughout the year, the Burlington MRC assisted at flu clinics, blood pressure clinics, household hazardous waste collection events, and blood drives. MRC training events held in 2013 included a refresher on the incident command system and mental health first aid training. In total, MRC volunteers contributed 400 volunteer hours to the Burlington Community in 2013.



Gregory Banner of the Department of Health and Human Services presented "MRCs and the Big Picture" at a meeting of the BVRC

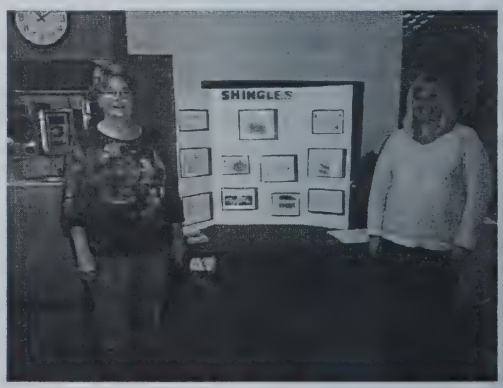
Emergency Preparedness

The Board of Health has a federal and state mandated responsibility to maintain an Emergency Plan to dispense medication during a public health emergency. Burlington is part of Emergency Preparedness Region 4A, one of 15 regions within Massachusetts, which consists of 33 cities and towns throughout the metro west area. Region 4A works together to meet the Center for Disease Control and the MA Department of Public Health initiatives for local public health. In 2013, the Director served on the Executive Committee of the Region 4A General Coalition and served on two subcommittees, one for the creation of a Multiyear Training and Exercise Plan for the region and another to plan a regional tabletop exercise. In June, 2013, the Board of Health and its community partners, the Burlington Fire Department, Burlington Poli Department and the Burlington Department of Public Wor participated in Region 4A's regional tabletop exercise to t emergency dispensing site plans.

Community Involvement

The Board of Health is involved with community public hea activities and attends regular meetings of the Burlington Pub School Health and Wellness Committee, the Lahey Hea Community Benefits Initiative Committee, the Mystic Regi Emergency Planning Committee, and the Community Hea Network Area 15 (CHNA 15).

The Board of Health provides educational programs for reside and businesses. In March, in partnership with the Burlington To Clerk and Animal Control Officer, the Board of Health assisted w planning the annual rabies vaccination clinic where 20 cats and dogs were vaccinated. In April, the Health Agent conducted seminar for local pool operators on pool maintenance procedu and what to expect during the pre-operation pool inspecti Throughout the year, the Supervising Public Health Nur maintained a monthly educational table outside the Board of Hea office, which included information on such topics as heart disea diabetes awareness, mosquito and tick borne disease, and s safety. In addition, the Board of Health hosted two student inter completing masters degree programs in public health and nursi Projects completed by the interns included updating the Board Health pre-demolition/pre-renovation application and conducting presentation on shingles to seniors.



Elizabeth Walendziewicz, BOH Vice Chairman and Christine Luovola, BOH Intern at a November presentation on shingles

Resident Services

Mosquito Control

The East Middlesex Mosquito Control Project conducts a progr in Burlington consisting of mosquito surveillance, larval and ad mosquito control and public education. Relatively dry spri conditions for the second consecutive spring resulted in bel

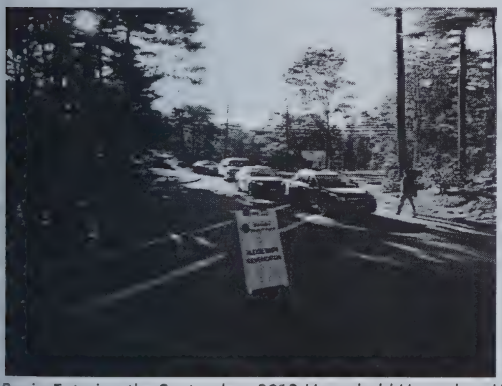
erage mosquito populations from late May through most of June. oding rains during June produced an emergence of floodwater squitoes that resulted in high levels of mosquito activity through ly August.

In 2013, there were 8 human cases of West Nile Virus and 1 man cases of Eastern Equine Encephalitis in Massachusetts. The lt mosquito surveillance program monitored mosquitoes from 24 lington trap collections during the season. In April, 2013, a copter was used to apply larvacide to 199 acres of the flood plain he Vine Brook to control spring floodwater mosquitoes. In 2013, d crews applied larvacide to 14.5 wetland acres; larvacide was lied to 4,872 roadside catchbasins; and, when survey traps icated high mosquito populations, truck mounted aerial spraying urred over 3,084 acres at night.

ironmental Programs

In 2013, the Board of Health provided the following ironmental programs/services:

- Two household hazardous waste collection events serving 887 cars. Items such as used motor oil, fluorescent bulbs, propane tanks, and household chemicals were collected.
- Medical sharps disposal through a kiosk located at the Burlington Fire Department. The kiosk is available 24/7 and the Board of Health provides free medical sharps containers to Burlington residents.
- Collection of mercury containing devices (thermometers, thermostats, fluorescent bulbs) anytime during normal business hours at the Board of Health office.
- Four universal waste collection events for Burlington businesses.
- Review of numerous planning document submittals for the purpose of providing recommendations and comments to the Burlington Planning Board.



Begin Entering the September, 2013 Household Hazardous Waste Collection held at Francis Wyman Elementary School.

Community Nursing Programs

In 2013, the Board of Health provided the following community nursing programs/services:

- Blood pressure screenings were conducted at the Board of Health office and senior housing. In 2013, 417 blood pressure screenings were conducted.
- Immunizations/vaccines (other than influenza) were provided through the Federal and State Vaccine for Children Program and MA Department of Public Health for targeted groups. In 2013, the Supervising Public Health Nurse immunized 12 children.
- Pneumonia vaccine was provided by the MA Department of Public Health and dispensed free of charge to 12 adults.
- In 2013, 805 influenza vaccinations were dispensed to 668 adults and 137 children. Of those vaccinations, 650 were dispensed at the October 5, 2013 Flu Clinic/Full Scale Exercise held at Burlington High School with assistance from the BVRC, Burlington Police Department, Burlington Fire Department, and Burlington Schools.
- Shingles vaccine was provided by the MA Department of Public Health and dispensed to 20 uninsured or underinsured adults.



Residents are screened at the October 5, 2013 Flu Clinic held at Burlington High School

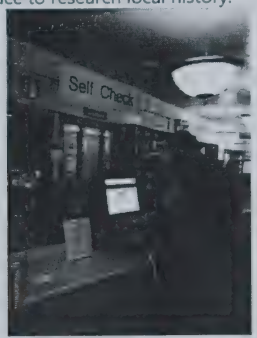
Respectfully submitted,

Susan Lumenello, REHS/RS, CHMM
Director of Public Health

PUBLIC LIBRARY

This past year one of the key words for the library was "new". No, not a new building unfortunately, as this one has had some serious issues this year. I'll talk about them a little later. Let's focus on the "New".

If you've visited the second floor recently you'll immediately be aware of the new furniture. The Trustees approved the final phase of the long term project to replace all of the old furniture that predated the building. The new smaller tables and the addition of study carrels are better suited for the way people use our quiet space. The furniture in the Miles Historical Room was also replaced. It is now such an inviting space to research local history.



In the Fall season, we added a self-checkout station to the library. This is similar to the self-checkout lines at supermarkets. It enables the library users to check-out books without having to wait in line. It also frees up the staff to spend more time with those library guests who require assistance. This has been here as a trial, and we are hearing from the public that this is very helpful. The *Friends* have agreed to purchase this system so that it can remain an option for you. The *Friends* also purchased a new disc cleaning machine for the library. The DVD and CD collections are extremely popular, circulating quite a bit. Even with careful handling by our patrons, the discs get light scratches or they get dirty and don't play well. This machine cleans and improves conditions of the discs giving them a longer life.

In the next few months, we will be adding a print management system to the library. This system will allow for people using their own laptops on the library's wireless network to print too! It will also combine printing and copying to one machine and one pay station. And, in response to many inquiries and requests, we are expecting to roll out a public fax option as part of this package!

The Merrimack Valley Library System (MVLC) investigated and developed a mobile-friendly interface to facilitate browsing the catalog on a handheld device such as a tablet or smartphone. This is an enhancement the public may find useful, as 22% of those viewing the library's website are doing so via a tablet or smartphone.

Almost 9,000 new books, cd's, dvd's and other circulating item were added to the library this year. Wowbrary, a service that displa all new books in the library's collection was added to the Libra website to help you browse these new additions weekly.

In partnership with the MVLC consortium, we continued to ad new and popular eBooks and audiobooks to our Digital Downloa collection. Usage of digital content has surged by more than 20 over the past year. Patrons can download eBooks and audiobooks their computer or compatible mobile device from the library's hom page. Also available through a link on our website is th Tumblebook Library. We subscribed to this online collection animated, talking picture books to address download options for o youngest patrons. In the first 3 months of offering this, almost 4 books have been accessed.

Freegal is the newest database offering for our patrons Burlington. This database contains over 500,000 songs from t catalog of Sony Music Entertainment with new songs being add daily. With just a Burlington Public Library card, patrons c download up to 3 titles per week to their devices from the Freeg music library. Our other databases, accessed at the library or fro home, have also gained in popularity and usage over the past ye More than 6,000 patrons made use of these valuable resources l year and performed thousands of searches. Our databases cover variety of topics useful to student researchers, business owne investors, genealogists, consumers, job hunters, technology learne language learners, and basic skills students - in other words, j about everyone.

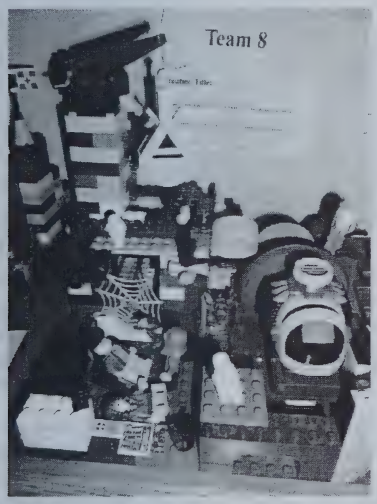
For program attendees and library staff trainers, enhanced to were added. The library purchased a new, HDMI compatib projector which will allow presentations from computers as well tablets and other hand-held devices to be projected. This is ve helpful in programming including gaming events. To allow m options for programming, we also purchased a license that allows to show movies. This is extremely popular for the young ad programming especially. To complete the programmi improvements, a new portable public address system was purchas for the library by the *Friends*. The public has noted that no mat where they are in the room, they can now here our presenter qu well!

Although much has been added that is new, our basic servi still remain popular. The reference department continues to of One-on-One Workshops. Our most popular workshop last year v our eBook and Audiobook Download Workshop. Patrons can ma an appointment with the reference staff to attend this workshop any of the others that we offer including Navigating the 'Net-a f look at the Internet, a Database Workshop, a Library Cata Workshop, and an Email Workshop.

Programs for children and teens continue to include our m popular ones while adding some new additions. We continue

er very popular storytime programming for babies, toddlers, schoolers and families with children of all ages. Each week, our rth Services Department offers 6 individual storytimes, including Tuesday night Pajama Storytime. This year, Children's Librarian, anda Hogue-Lavallee, added After School Story & Craft for K-3 as egular monthly event. This gives elementary students a chance to oy storytime at the library. Library assistant Mary Naugle has ated a special storytime for children with autism called Spectrum rytime. It is held once a month and has been getting regular ndance. A new iToddler Storytime has been added to bring nology into a storytime setting.

The Youth Services Department continues the popular Lego Club. h month, elementary students build Lego creations and place m on display in the Children's Room. Another of our Library istants, Joanna Troutt, continues to lead the Scrabble Club, which ffered to students in grades 4-8. The club meets weekly and ys by the rules of the School Scrabble Program. Several years ago lington Public Library joined with Woburn to sponsor 2 rnaments a year which are well attended.



Additional programs offered in 2013 included wonderful oween and Holiday storytimes, preschool fun & games, book for elementary students, Halloween Bag Decorating, a Spooky pfire Tales program, Clifford the Big Red Dog program, a day Tea Party for young children, Family Gingerbread House ing, and make-and-take crafts for toddlers, preschoolers and entary students. In addition, the Youth Services department rs Family Movies with popcorn during school breaks to give ilies something free and fun to do during school breaks.

The 2013 Summer Reading Program was a busy one! This year's mer reading theme for children was "Dig into Reading" which was all about underground and gardening. Our teen volunteers were very helpful in assisting the staff to implement this program. We registered 551 young participants online this year, and had 2,725 children and adults come to our Summer Reading events. The summer event calendar was packed full of fun and engaging events for children of all ages. We had a gardening craft, yoga, theater games, board games and videogames, craft programs, a stuffed animal sleep over, plus fantastic music, magic, and cultural programs! Our summer volunteers also planned and performed for the children in a puppet show. We even buried a time capsule!

Young Adult programming underwent a few changes this year. After a short break, the Teen Advisory Group (TAG) kicked off in January with a solid group of 5 teens. TAG continued to flourish throughout the year with an average of 4-5 participants per meeting. TAG also planned, organized, and performed a music program for kids and their families and picked out the movies for the Movie and Popcorn programs. Teen Food Art programs continued to be popular in 2013 with Cookie Decorating, Candy Necklaces, and Candy Sushi. The popularity of the Animanga Club waned, so it was discontinued but a Dr. Who Fan Club was added which proved to be a good idea as participant numbers continue to grow. Some popular Fall programs included Monster Cupcakes with 16 attendees, Percy Jackson Party (for the release of the newest book) which had 22 participants, and a Hot Chocolate Bar where 13 teens experimented with different flavors. Young Adult programming will finished out the year with a visit from Pinto Bella Hoops who will taught teens new hula hoop tricks. In 2013, there were a total of 52 Young Adult programs with 394 attendees.

Summer reading for the teens had a wide range of programs based on this year's theme "Beneath the Surface" which celebrated books and media with a mysterious or underwater setting. Some of the larger programs created by Youth Services staff and outside presenters were the Anime drawing class, hula hoop dance class, teen yoga, sharpie pen tie-dye, henna, and the Craft & Snacks programming. This summer 119 teens participated in the teen reading program, and 283 teens attended events. We had 62 teen volunteers, the most we have ever had, log in over 829 hours of volunteer time this summer helping with program set-up, putting book carts in order, getting supplies for programs ready, cleaning books, and handing out prizes.

The adult summer reading theme, "Groundbreaking Reads" drew a relatively small group of adult readers in 2013. This year, a total of 78 readers, evenly divided between on-line and paper-and-pen participants, read a total of 352 titles. We've had years with more and years with less attendees in our 6 years of offering an Adult Summer Reading Program.

The 'Third Thursday' evening program series sponsored by the *Friends* was quite successful in 2013. There were 12 programs (unfortunately, two additional programs in December were canceled due to building issues), with 564 attendees. The first-ever Sunday

afternoon program drew a large group, 72 people, on a nice September day. This leads us to think that this may be a time slot to offer programs a few times each year.



This year was a 'Burlington Reads' year. The public chose Jamie Ford's "Hotel on the Corner of Bitter and Sweet" as the community reads title. Thanks to our wonderful sponsors from the business community and local organizations, we were able to offer 7 programs and 4 book discussions. Programs included calligraphy, a tea ceremony and a cooking program all reflecting the Chinese and Japanese cultures portrayed in the novel. There was also a program with music of the era, and a movie about the internment camps as well. Book discussions were lively and full of information and insight.

The Last Wednesday Evening Book Group has flourished in 2013. There are now a dozen regular attendees who have been taking turns recommending books and leading discussions, and a total of 33 different individuals who have attended at least one discussion. There were 9 discussions held in 2013 which drew a total of 101 attendees. All are welcome to join any month, no registration is required.

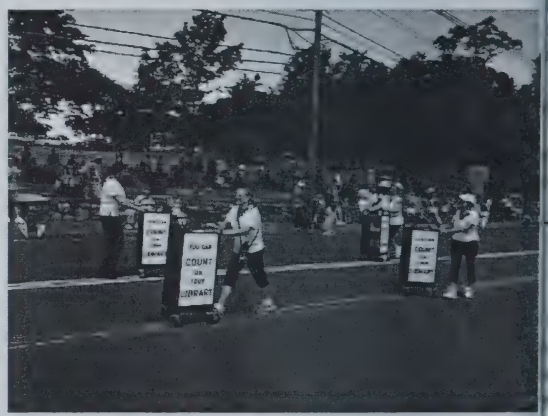
Thursday morning 'Book Talk' was held just once a month this year. There is a core group who attend fairly regularly. All are encouraged to drop in to these Book Talks and learn about new books, or share what they are reading,

Dr. Craig Brandt's 8-week foreign affairs discussion series (called "Great Decisions" in the spring, when it follows a nation-wide format and "Foreign Affairs in the fall, when the group chooses its own topics) remained popular in 2013. These discussions were attended by 161 people in the Spring and 186 in the Fall.

There were 25 different individuals at various times in our regular volunteer program in 2013, plus another 62 teens who volunteered over the summer in Youth Services. Most volunteers kept busy shelving DVDs, audio-books, music CDs and paperbacks, or cleaning discs. A few typed lists and updated brochures. One marvelous volunteer moved boxed donations for several years and we missed him sorely when he moved away in the early Fall. In lieu of a volunteer appreciation luncheon, we sent out 68 coupons to Schoolhouse Ice Cream with a thank you note. Our volunteers we very happy with this option.

The Library's first-ever "Book Cart Drill Team" (Susanne Sulliva Marnie Smith and 'Friends' Janet Hurley and Myrna Saltma marched in the town's July 4th parade. Although extremely hot, th team found it to be fun and sociable and felt that it brought t library to the attention of many hundreds of people watching t parade. Judging from the feedback received, the library team c add to the parade and the library's presence was certainly noticed.

The Friends of the Library held 2 annual book sales and t annual May Basket Raffle as their traditional fundraisers. They al held a fundraiser at Flatbread Pizza. With your support of the fundraisers, the Friends are able to provide support to the libra The Museum Pass Program has usually been funded through t Friends and a few other supporters. This year, the Friends ha reached out to the business community to support the passes, a have been very successful in this endeavor.



This year brought many changes to the staffing at the Libr Amanda Hogue-Lavallee joined our team as Youth Services Librar in January of 2013 to replace Molly Collins who left in December 2012 for warmer climates. Nancy Farrey-Forsyth joined Circulation staff early in 2013. The biggest change came in the pa staffing. Charlotte Hogan resigned for a job with more hours. T of our High School students, Samantha Small and Samantha He moved away to college. Gail Holley retired late in the year. Sa long time employee, Marie Serra, passed away this year. Kayle Campbell, Abigail Hogan, Martha Stokken, Maureen Mullen a Susan Grady all joined our staff of pages.

As stated earlier in this report, we've had some serious build issues. Many of you have been here when it is freezing in the wi and staff members are working with their jackets, scarves, and glo on. You've been here in the summer when the air conditionin not working and it is so hot that the staff is dripping wet. There is

oing issue with the HVAC system that they are regularly trying to e. The windows in the building are also a problem as they are equate, single pane and not sealed well. There are areas that every time it rains. With the new Facilities Plan approved at n Meeting, town buildings will be assessed and problems ritized. I'm confident that these problems will be on the list of rities with a plan in place to finally solve theme after the ssments.

he other problem that we had was with our backup lighting em. This presented a very real danger to library users which are reason that we had to close the library at 4:00 nightly for 3 ks. If, or when, the power went out there was not a light working e building and we could not evacuate safely. The Town Facilities ager did try to fix the issue quickly, but it was determined that current system needed to be replaced. It did take a bit longer we hoped, but all is fixed and it is safe in the building again.

hank you for your patience and understanding through this ess. We are grateful to this community – the residents, nesses, organizations, Town Meeting Members, and inistration – for the continued support of the library. We are and proud to be a part of this great community

ectfully submitted,

Hodgson,
ry Director

HISTORICAL COMMISSION

he function of the Commission is to protect buildings, over 100 s old, with historical, architectural or cultural importance. We had several houses come to our attention this year. If owners or rs wish to demolish such a structure the Commission has the nsibility to order a "Demolition Delay Order" which protects the ling for six months. During this time period the parties involved try to restore the building or sell to someone who will restore. eat number of special buildings have been destroyed in the past, so Burlington has lost serious links to its history as well as ents of beauty.

hn Goff, preservationist from Salem, was consulted on one of e properties. He discovered the house was a key to the history of Swedish population of Burlington. It also has architectural ires, and so meets criteria of an important building in the town .

his year the Commission completed the cataloging and packing e contents of the Museum and moved it all to the first floor. e has been a serious water problem in the basement, and the eum has been closed until the problem is remedied. When the grades came for their visit to the museum Michael Tredeau welcomed them to the vestibule and explained the mural of old Burlington and the Civil War drum. A few artifacts were put on tables on the front lawn for the children to examine. The school visits went well, but the children missed the whole museum experience. Hopefully, all will be returned to normal next spring when the water proofing is completed.



As always the West School was open on Halloween. The costumed children enjoyed the story of the school as well as the cider and donuts. Toni Faria, Norma Robichard, and Eldrine Emerson attended the Massachusetts Preservation Conference in Lexington. The Commission wishes to thank the Burlington Historical Society for their support. They also thank the town for maintenance on the museum and West School.

Respectively submitted,

The Burlington Historical Commission

Toni Faria and Michael Tredeau, Co- Chairmen
Joyce Fay, Treasurer
Eldrine Emerson, Secretary
Hope Paulsen, Advisor
Norman Biggart
Sandra Coveno
Kathi Horton
Alternates
Norma Robichard
Judy Wasserman
Dorothy Bennett

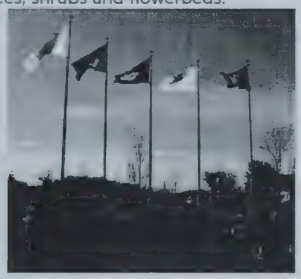
BEAUTIFICATION

The Burlington Beautification Committee (BBC) is pleased to submit the following report for the year 2013. This was a memorable year with the highlight being the culmination of a two

year project initiated by this committee to establish a fitting tribute to the Veterans of the Armed Forces.

Memorial Flags

On a beautiful New England Autumn day In October, a flagpole for each of the five Armed Service branches was dedicated in a very moving ceremony. The Town of Burlington now proudly flies the flags of the Army, Marine, Navy, Coast Guard and Air Force. The flags are proudly displayed twenty-four hours a day and are illuminated at night. The site includes a four foot contoured wall , a stone walkway, benches, new trees, shrubs and flowerbeds.



We were able to accomplish the construction of this memorial through the combined efforts of this committee with the Burlington Allied Veterans Council and under the direction of the Director of Veterans Services. The project was totally funded with corporate and private donations collected through the effort of the Burlington Allied Veterans Council. The landscape architectural design was donated by Prato Associates. The project was completed with the assistance of members of the Burlington Recreation Maintenance and Public Works Departments. We coordinated with Heimlich's nursery to ensure a beautiful display of flowers.

During the year the committee continued to oversee its ongoing list of projects. We are pleased to report that many of the businesses along Cambridge Street, Bedford Street, Burlington Mall Road and Winn Street continue to maintain attractive landscaped properties. We are also pleased to report that a number of local landscapers and businesses of Burlington continue to maintain their assigned areas:

Around Burlington:

- **Gulde Insurance**
 The Island on Olympia Way

- **Jim Martin - James A. Martin Company, Inc**
 Steve Marchese - Marchese Sprinkler Repair Service
 Dan Dellanno – LawnMaster
 Diorio Green: intersection of Cambridge St. & Burlington Mall Rd

- **Jerry McCarthy – Mac's Landscaping –**
 Historic Museum at Cambridge and Bedford Streets

- **Edward Jones**
 TRW Field entrance, Mall Road

- **Burlington Garden Club**
 Colonial Garden on the island across from the Fire Station

Town Common:

- **Beatification Committee**
 The 911 Flagpole Memorial – maintaining and changing plantings seasonally.

- **Davis Prato - Prato Associates**
 The Gazebo

- **Kevin Sullivan – Edward V. Sullivan Funeral Home**
 Corner of Bedford and Center Streets

- **Burlington Garden Club**
 Large flower containers

- **Jerry McCarthy - Mac's Landscaping**
 Bicentennial Memorial flower bed on the corner Cambridge and Bedford Streets.

- **The Recreation Maintenance Department**
 continued to maintain the general appearance of the To Common and provided significant help to this committee.

Respectfully submitted,

The Beautification Committee

Andy Giordano
Carol Engel
Amy Warfield
George Major
Elaine Zuccaro, Chairman

SCHOOL COMMITTEE



mas F. Murphy, Jr. Chairman xington Street	2016
tin Russo, Vice Chairman ngsdale Street	2014
hael DeSimone oria Circle	2015
stine M. Monaco orcoran Road	2016
hen A. Nelson airfax Street	2014
y Cullinan dent Representative	

013 was another eventful year for the Burlington School artment. The newly renovated Middle School came fully on line is a tremendous asset to the Town. The new addition along with renovations to the existing building provide a wonderful learning ronment for the students and the staff, and the exterior field rovements will be a benefit to residents of all ages. In particular new artificial turf playing field will be invaluable to all of the th sports in town as it provides a second weather-resistant field. track surrounding it will be beneficial to both the middle school ents as well as community members looking to get some cise. When coupled with the new Memorial School, which is ted across the street, the two schools create an impressive way to the community, and they will serve the town well for y years to come. We appreciate the efforts of all who ributed to these projects.

s usual, the first quarter of the year was focused mainly on preparing and finalizing our budget and ultimately presenting it to Town Meeting. The school department has continued to work well with the town financial team, the Board of Selectmen and the Ways and Means Committee to develop a budget that enables us to maintain the services that the community has come to expect. The school department and the residents of the town are fortunate to have diligent and responsible financial leaders who do a very good job of maintaining town services in a fiscally responsible manner. Likewise the School Committee greatly appreciates the support provided by Town Meeting and the value that they place on education.

Over the course of the year, through the leadership and efforts of Superintendent Eric Conti and Director of Finance and Operation Craig Robinson, in conjunction with the necessary capital funding appropriated by Town Meeting, we have been able to continue to improve and upgrade our physical facilities. Projects have included the rehab of the practice football field, installation of an elevator at the high school, and ongoing renovations to the elementary schools. The School Committee recognizes the importance of maintaining our assets, and we thank our custodial staff for their fine work in maintaining our buildings and keeping them clean and safe for all who use them.

The school department continues to be recognized on a national level for its introduction and use of technology in the schools. Our one-to-one program is being expanded to the elementary levels as we continue to feel strongly that it is crucial to meet the 21st century learning needs of our students. The School Committee thanks Superintendent Conti and Assistant Superintendent Patrick Larkin for their efforts and their leadership in this area. We also thank the administration as well as the teachers' association for their efforts and cooperation as we all try and work together to implement the new evaluation regulations and practices required by the State. We particularly thank the teachers for their patience in dealing with these mandates – we recognize that it serves to make an already long day even longer, and we are confident that together we can make it work.

We would also like to acknowledge the ongoing efforts of the Burlington Education Foundation (BEF) and express our appreciation for their continued good work. The BEF is a non-profit organization created and run by Burlington parents, and they continue to make valuable contributions to the school system by funding grants to classroom teachers. It is another example of the strong community support for the school department and the School Committee is very appreciative of that support.

The Committee would like to thank all of its employees for their efforts and assistance in allowing the school department to deliver first class services to the residents of Burlington. We would particularly like to thank our recording secretary Sharon Gilbert for her efforts and for her patience in putting up with us. Lastly we thank

Holly Cullinan for her service as our student representative this past year.

The School Committee thanks all of the residents for their continued support of the school department, and we invite anybody to call us with any questions or concerns.

Respectfully submitted,

Burlington School Committee

Thomas F. Murphy, Jr., Chairman
Kristin Russo, Vice-Chairman
Christine M. Monaco
Stephen A. Nelson
Michael DeSimone

SCHOOL ADMINISTRATION

Superintendent of Schools

Eric M. Conti	B.S., Brown University M.A. Brown University Ed.D. University of Wisconsin

Assistant Superintendent of Learning

Patrick Larkin	B.A., Assumption College M.Ed., Framingham State College

Director of Finance and Operations

Craig Robinson	B.S., University of Vermont

Director of Special Education

Louise D'Amato	B.S., Salem State University

Burlington High School Administration

Mark J. Sullivan Principal	B.A., University of Massachusetts M.Ed., Cambridge College
Richard T. Sheehan, Jr. Associate Principal	B.A., Stonehill College M.Ed., Salem State College
Deborah Deacon Assistant Principal	B.S., Westfield State College M.Ed., Cambridge College

Marshall Simonds Middle School

Richard J. Connors Principal	B.S., Salem State College M.Ed., Boston University

Elementary Schools

Deborah Dressler Principal Memorial School	B.S., University of New Hampshire M.S., Worcester State College
Susan Astone Principal Francis Wyman School	B.S., Framingham State College M.Ed., Notre Dame College
Ellen Johnson Principal Fox Hill School	B.S., Keene State College M.S., Emerson College C.A.G.S., Salem State College
John Lyons Principal Pine Glen School	B.A., Merrimack College M.Ed., Simmons College

SUPERINTENDENT OF SCHOOLS

In 2013 the Burlington Public Schools continued to build on c successes of 2012. Our primary areas of focus continue to instruction/technology and communication. While we consid technology to be an integral part of learning in today's schoo involved parents, engaged students, exceptional faculty and st who work in our schools and the continued support of t community are key components to preparing Burlington students compete in a shrinking and flattening world.

Our learning focus in 2013 was to implement the comprehens changes that are the result of new state regulations in the are standards (the Common Core), state assessments (PARC evaluation and sheltered English immersion training. All of the new initiatives are being implemented in addition to our existi initiatives focusing on expanding professional development faculty and staff, improving our physical plants and grounds, a most importantly, seeing higher levels of student achievement.

Our students at all levels have worked hard and experienc success in the classroom, on stage, in the visual arts, on the athle fields, and in the community. These student successes are evider of talented people and effective and well-supported programs. continue to improve our state measures of student growth at levels – elementary, middle, and high school. While acaden growth is our first priority, we value all areas of student succe These varied accomplishments last year can be viewed on the ma district blogs.

n 2013 we continue to have in-depth conversations about what ning needs to look like in the 21st century. Our efforts have been reate a long term, sustainable funding stream and plan that will w Burlington to be recognized as a state and national leader in g technology to enhance collaboration and flexible learning ortunities for students.

n essence, we want to stop talking about technology as ething extra. All of these efforts have been in partnership with town. Specifically, Burlington High School was recognized as an le Distinguished High School for the second year in a row. Our is to finalize the one to one initiative at the elementary level this . These 21st century learning environments would not be ible without the infrastructure that was put in place in nership with the general government of the town and with the ort of town meeting.

he district continues to expand the use of our new student agement system - ASPEN. We added the special education lule last year. Our focus this year has been to improve our munication with parents by providing web-based access to ent information for Burlington families. To this end, the district opened parent portals at the middle and high school levels. Our is to expand to the elementary level next year.

ur efforts to improve and expand communication continue. The wing number of teacher and principal blogs in 2013 is evidence ese efforts. In addition to blogs, we continue to implement five nded afternoons to focus on aligning our curriculum to the mon core throughout the year. These meetings provide time for -school gatherings of teachers and are critical to establishing mon expectations across schools and smooth transitions from entary to middle and from middle to high school.

We continue to offer courses for college credit through our nership with Bay Path College and Middlesex Community ege. Plans are in the works to expand the number of these rings and to provide the addition of dual enrollment courses ch provide both high school and college credit) for next year. goal is to have students graduate high school and be well on way to an Associate's Degree. Burlington High School was ored two years ago by the College Board for expanding the ber of students taking Advanced Placement courses while taining a high level of our student performance on the nced Placement exams. Our plan is to continue this expansion dvanced coursework without impacting the quality of student ormance.

urlington continues to make progress preparing students for a al economy through curriculum, study-travel (including Italy, a Rica, and China), and a variety of other opportunities. We inue to sponsor a teacher exchange. We will be hosting a ner for two weeks in February while sending one of our tanding teachers to Cles, Italy.

In addition to the initiatives discussed above, the curriculum office provides support and development for teachers through coordinated district-wide professional development. Our goal is to identify and replicate best instructional practices and deepen content knowledge in order to increase the academic achievement of all Burlington students. As has been the practice for the past few years, four professional development days are stipulated by the school calendar, as well as six extended afternoons. Professional Development days are typically designed to strategically balance district and building-level needs to address individual interests by providing choice. Our opening three Professional Development days at Marshall Simonds Middle School brought together all of our Burlington Public School educators and offered tremendously diverse sessions, allowing staff members to create their own individual schedules. The feedback from this event was positive.

A great deal of our professional development time this year will be focused on the implementation of a new model for Educator Evaluation, as mandated by the Massachusetts Department of Elementary and Secondary Education. Outside training has been provided to district evaluators to allow them to become more familiar with the new procedures. A great deal of time has also been provided at individual schools to support teachers. At the elementary level, we are also spending a great deal of time supporting K-5 teachers in the implementation of our new math curriculum. In addition, more than 30 staff members have been in involved in coursework outside of the school day to receive their Sheltered English Immersion (SEI) endorsement. This is another state mandate that all teachers must meet prior to the end of the 2015-2016 school year in order to remain certified.

We are proud to provide our Burlington staff with a wide variety of forums for professional discussions about curriculum learning as we continue to sharpen skills and strive for excellence. We provide experiences both within the district through elementary curriculum councils, middle school team meetings, and high school department meetings and outside of the district through workshops, conferences, and courses. These professional development opportunities occur during the school day, after school hours, on Saturdays, and during the summer. Burlington continues to boast of long-term relationships with a host of partnerships with outside agencies including Primary Source, Teachers as Scholars, and Massachusetts Computer Using Educators (MassCUE). By providing a depth of offerings, lesson modeling, and coaching, we foster growth, deepen content knowledge, and mesh assessments with instruction. This level of choice supports the implementation of curriculum and allows for observation of best practices. This in turn leads to increased academic achievement and positive student outcomes.

All of these efforts should manifest in higher levels of student engagement in the classroom. We continue to develop a shared definition of student engagement in the district. We are expanding the use of "learning walks" or "learning rounds" to reflect on the

student experience in our schools. Learning walks are similar to rounds at a teaching hospital – small groups of teachers and administrators visit classrooms to look for learning from the perspective of students. The end result should be reflective conversations about best practices. This process is not teacher evaluation. These critical conversations will continue into next year.

Finally, I would like to conclude my report with a recognition. Last year we bid farewell to Karen Rickershauser, Principal at Memorial School. We all thank Karen for her years of dedicated service to Burlington children and wish her the best in her retirement. The Memorial School welcomed Deborah Dressler to take over as principal. Mrs. Dressler joins us from Norfolk, Massachusetts where she served as an assistant principal and curriculum director.

Respectfully submitted,

Eric Conti, Superintendent
Patrick Larkin, Assistant Superintendent

BURLINGTON HIGH SCHOOL

Burlington High School enjoyed another productive and rewarding year, graduating 257 students from the class of 2013. Student and faculty members were widely recognized through both individual and team based accomplishments. A few examples include Mr. Matt Carr being recognized as our bi-annual Aggarwal Award Winner, student Joseph Prendergast being named the 2013 Middlesex Partners for Youth Poster Contest Winner, Spanish Teacher Mrs. Tara Sullivan publishing her first book Golden Boy, numerous athletic accomplishments, and much more.

At the conclusion of the school year in June 2013, two veteran faculty members retired from BHS: Science Teacher Mr. Chuck Wood and Math Teacher, Mr. Edward Chapdelaine. New faculty members for the 2013-14 school year are:

- Ms. Brianna Allison, Biology Teacher
- Mr. Jonathan Cue, Business Teacher
- Mrs. Jaclyn Dixon, Math Teacher
- Mr. Michael Fryman, Math Teacher
- Ms. Caitlyn Germain, Physical Education/Health Teacher
- Mr. Jonathan Granger, Music Teacher
- Mr. Michael McDonald, Permanent Substitute
- Mr. James Moriarty, Computer Science Teacher
- Mr. Joseph Romano, Permanent Substitute
- Mrs. Santa Rossi, Italian Teacher
- Mrs. Jennifer Scheffer, Instructional Technology Teacher

For the second time, BHS was named as an Apple Distinguished School for 2013-2015. The Apple Distinguished School designation is reserved for schools that have demonstrated Apple's highest vis of a successful 21st century learning environment. The selection BHS as an Apple Distinguished School highlights its successes enhancing and extending teaching and learning with thoughtful a innovative implementations of technology. Schools chosen by Ap for designation as an Apple Distinguished School must demonstr Apple's highest vision of a successful 21st century learn environment, have a strong relationship with Apple, and posses willingness to do outreach activities.

The five best practices of an Apple Distinguished School are:

1. Visionary leadership
2. Innovative learning and teaching
3. Ongoing professional development
4. Compelling evidence of success
5. Flexible learning environment

BHS continues to focus on the use of instructional technolo tools to help foster student engagement. Professional Developm time has been geared toward supporting teachers in implementation of technology to support student learning. B implemented a rotating schedule which allows teachers to students at different times of the day. A schedule committee help to create a schedule that best fit our needs.

BHS continues to schedule varied activities and observances t have become highlights of the school year. The annual eve include our: September 11th Remembrance Ceremony; Septem Student Activity Fair; November Veterans Day Assembly and Sch Spirit Rally; December Holiday Traditions Assembly and Holi Concert; March NHS Induction Ceremony, Ides of March Concert a Spring Musical; as well as alternate-year Italian and Spanish Stud Exchange Programs, and Jr./Sr. Prom.

BHS continues to offer dual enrollment courses with Middle Community College where students are able to take courses at B and receive both high school and college credit. In addition, B articulated an agreement with Massachusetts Bay Commur College which allows some students to earn concurrent credit fr both BHS and Mass Bay CC for courses taken at BHS during regular school day. BHS also offers a number of online courses students through its membership with Virtual High School. Fina Burlington High School students continue to perform exception well on the MCAS tests with 100% of the Class of 2013 passing b the ELA and Math MCAS tests.

Finally, BHS continues to offer a myriad of clubs and athle activities for its students. In the winter of 2013 Boys Hockey te won a consecutive state championship. This fall our var cheerleaders placed 2nd in the State Championship, and Junior P Hogan was a repeat State Champion and All Scholastic in Cr

ntry. For the latest news from Burlington High School, please my blog at .markjsullivan.org.

nk you.

ectfully submitted,

J. Sullivan, Principal

ART DEPARTMENT

he fifth annual BHS Artist Alumni Day was held in January. nni of the art program returned to Burlington to take part in the it, where they displayed their work and spoke to art classes it life in the arts after high school. The presenters were either in -secondary art programs or working as professional artists.

n January, BHS once again participated in the Boston Globe lastic Art Awards. The following Burlington High students ived individual Gold Keys, Silver Keys, Honorable Mentions and folio Gold Keys at the annual Boston Globe Scholastic Art rds competition. Pablo Aguilar, Bobby Davison, Kelly Hurley, Anu kh, Nicole Rigby and Jake Ursino all earned Honorable tions. Stephanie Baril, Dan Barrera and Jake Ursino earned Silver . Pablo Aguilar, Irina Grigoryeva and Lina Wu earned Gold Keys heir individual pieces (all in the Drawing category). Pablo, Chris and Jake Ursino earned Gold Keys for their portfolios.

he Silver and Gold Key winning art was on display in Boston ugh the month of March. The work of the Gold Key winners t on to the national competition in New York, where Chris Coe ed further recognition for his photography portfolio.

was an exciting year with almost 16,000 images submitted by sachusetts students as individual category entries and as part of folios. All Gold Key and Silver Key students were invited to bit their work in the State Transportation Building at 10 Park a in Boston. The Gold Key and Silver Key exhibit at the State sportation Building were hanging throughout the month of ch. The Awards Ceremony was held in March in Boston.

tudent work was also on display in a small exhibition in the Atria gmeadow Senior Living Center in Burlington, and the work of ral of our students was published in Collab, the high school's azine of writing and art, and in The Marble Collection, sachusetts High School Magazine of the Arts.

n March, the department hosted its fortieth annual exhibition. dreds of pieces of work were on display in the high school ry and main lobby. The opening reception was held on the night he high school's Open House and included the high school's first fashion show, organized by Mr. Mistler and his Fashion Design students. The show was up until the first week of April.

The year saw a few exhibitions in the high school's art gallery. Cambridge Street Gallery is committed to providing exhibition space to BHS alumni artists, community members and faculty. Exhibits included the photography of Marshall Simonds Middle School art teacher Laura Phillips and work of and inspired by alumnus and professional sculptor William Duffy. The gallery is contained in Burlington High School and is located across from the cafeteria. It is locked and only opened with a supervisor (administrator, teacher or trained student) present.

Irina Grigoryeva and Alex Kolifrath were selected to represent Burlington High at the annual Art All-State Festival at the Worcester Art Museum, where they collaborated with their creative peers as well as professional artists in making large-scale installations. Art All-State is jointly sponsored by the museum, the Massachusetts Art Education Association, the Massachusetts Alliance for Arts Education and the Massachusetts Directors of Art Education. Their participation in the program was generously funded by Burlington's Rotary Club.

In May, Students from the Portfolio class hosted a reception for Burlington High School's seventh annual Portfolio Exhibition. The show was organized and hosted by the juniors and seniors in the Portfolio and AP Studio Art courses, who supplied refreshments and offered commentary on their works to guests.

Over forty Burlington students exhibited their work at the Regional High School Art Exhibition sponsored by the Lexington Arts & Crafts Society this November. This exhibit was shared with high school art programs in several neighboring communities, including Arlington, Bedford, Burlington, Concord-Carlisle, Lexington, Waltham and Winchester.

The work of students in our photography classes was displayed in the fall in Boston's Transportation Building as part of the third annual Massachusetts Secondary School Photography Exhibit entitled "Summer's Pictures". The event was organized by the New England Art Education Conference.

A new studio for the fashion design class has been built, and the construction of a new darkroom is underway. The Macintosh labs continue to provide students with exciting possibilities in the computer graphics field. The Digital Arts, Graphic Design, Digital Publishing and Web Design courses continue to utilize the equipment and graphics programs, and art teachers are teaching a good percentage of the Photography curriculum course in the labs. Many of the works created in the labs go on to publication as posters, banners, and program covers for the graduation ceremony, the school musical, and the high school's Program of Studies. Several of the artworks that earned recognition in the Boston Globe Scholastic Art Awards were created in this lab.

Every fall, the high school art department hosts representatives from post-secondary art programs in the New England region. The representatives presented their programs to juniors and seniors in our advanced classes and offered to view and critique student portfolios.

Many of our students attended National Portfolio Day in November. Representatives from art programs from throughout the country were on hand to review portfolios, giving honest, direct criticism of our students' work before they would refine it for their actual college applications.

Ms. Christina Chang continues to serve as the advisor for Students for Asian Cultural Awareness and now advises the Art Club. Ms. Djordjevic serves as the advisor of the Photography Club, now in its third year.
Mr. Mistler serves as co-advisor for the school's yearbook. Mrs. Vigneau continues to serve as an assistant softball coach.

Respectfully submitted,

George Ratkevich
Art Department Head

ENGLISH DEPARTMENT

The English Department continues its mission of preparing students for lifelong learning. Our students continue to succeed on standardized assessments; our English MCAS pass rate continues to be among the highest in the state, and our scores on the AP Literature and AP Language tests once again far outshone the national and state averages.

Our roster of teachers did not change much coming into this year. Jessica Driscoll returned to her native Canada over the summer after a two-year stint at BHS, and Tim Calvin also left the department, but remains in the district in a technology position. But their departures allowed Judy Crossman, Anne Ford, and Callie Graham to return to their full-time positions, and we are very excited to see them teaching a full course load again. Our department members remain a vibrant part of the extracurricular life at BHS, holding positions as coaches (varsity girls' basketball, and assistant coaching positions in soccer, outdoor track and softball), afterschool club advisors (Collab, the Debate team, The Devil's Advocate, The Devil's Playlist – the school's new Music Journalism club, Factathalon, the Future Teachers of America, Idle Hands – the BHS Improv club, the Poetry Club, and the Yearbook), and leaders of school organizations (class advisors for the classes of 2015 and 2017).

This year marked the second year of the two-year release of our new digital vocabulary textbook, and was the first year of full implementation of the new text for the entire school year. Ou sophomore classes made the transition from our old printe textbook to our online text this year, and this year, our freshme classes moved away from the temporary website version of our ne text. The vocabulary text was cited in an October 2013 article i Bloomberg Businessweek as one of the best examples of how ou 1:1 model is improving education at BHS. The change has not bee entirely smooth - as is to be expected, the transition of over 50 students from our traditional and increasingly irrelevant vocabular textbook to a more forward-thinking online model, has had som bumps. But the benefits far outweigh the drawbacks. Our vocabular study in grades 9 and 10 has become more interactive, engagin and useful. Students help each other learn the vocabulary word rather than being forced to memorize them in isolation. And th year marks the first year where we have not had to spend any mone on upgrading or replacing any vocabulary textbooks. This significan budgetary windfall has allowed us to replenish some dwindlin supplies in our book room, expand the offerings in our custom printed textbooks in grades 11 & 12, and finally provide a project for every classroom, creating greater opportunities for our teache in how they deliver their lessons.

Our departmental webpage (www.bhsenglishdepartment.com continues to improve as well. In the past year, we have posted clear set of departmental expectations for grammar instruction f all students in grades 9 and 10, and now have a four-ye breakdown of what writing skills we teach across all four grades. W have introduced a page that gives a thorough definition of th different types of plagiarism. We continue to use the site as a w for students and parents to see exactly what is going on in th classes, through course syllabi or the listing of homewo assignments. Parents can also use the site to learn about gene departmental information, as we post information about our fie trips, our annual Poetry Out Loud competition, bo recommendations from staff and students, and our curricu changes. We also use the site to post our students' accomplishmen in English, such as the 'Excellent' rating that Collab received from t NCTE in its return to national competition last year, the introducti of the school's music journalism club, the three students who h their original fiction published in The Marble Collection last year, the winners of our annual Brown Book Award and 21st Century Bo Award, both of which are now also commemorated on plaques the English hallway.

This year, we have started a three-year project where we a reshaping what literature we are teaching in our four core cours Our World Literature component is being moved into grades 9 & allowing our senior-year course to return to being a full year British Literature in the next two years. By the end of the 2013-1 school year, we will have introduced at least five new core texts our four years, including The Metamorphosis, Life of Pi, The K Runner, and The Interpreter of Maladies. That list will continue broaden over the next two years. We plan on introducing summ reading either this summer or next. Our Journalism class is excited have reintroduced a print edition of The Devil's Advocate, which h

ted entirely online for the past few years. The edition that came in November of 2013 was the first printed copy of the Devil's ocate in four years. And while our plans for a Reading and ting Lab were unable to launch last year, we continue to find new s to provide support to our students; a new set of reading port electives, aiming at giving further assistance to students need help with their formal writing or reading comprehension, launch in the 2014-15 school year.

This past year has been a time of great change at BHS, certainly in the English Department. I am thoroughly pleased to see how husiastic our department has been about the changes that we e ourselves initiated, and how professionally they have ponded to the many other changes that have affected us over the 12 months. I look forward to reporting back next year.

pectfully submitted,

njamin Taylor Lally
glish Department Head

FOREIGN LANGUAGE DEPARTMENT

The Foreign Language Department offers students a rigorous and llenging curriculum in French, Italian, Latin and Spanish. The als of language study are to become proficient in the areas of ening, reading, speaking, and writing in the target language as ll as to develop a deeper appreciation of other cultures. In order graduate from Burlington High School, a student must complete consecutive years of the same language. All languages have a mplete sequence of study through the fifth year. However, anish offers an Advanced Placement course in place of year five.

This school year, the Foreign Language Department welcomed lian teacher Santa Rossi to BHS. Santa brings a wealth of owledge and cultural expertise to her Italian classes. She enjoys oviding students with the opportunity to study authentic Italian ture through the use of the iPads. She challenges students to earch current events, such as the weather, and to explain in the get language their findings while using web-based tools.

Many Foreign Language teachers continue to investigate ources that improve students' listening, speaking, reading and iting abilities in the classroom. In October, Spanish teachers Renee cey and Daniela DeSousa were invited to present the workshop, ads and the Foreign Language Classroom", at the annual ssachusetts Foreign Language Association's Conference. Last ar, their MaFLA presentation was voted "Best of MaFLA". rthermore, during the 2012/2013 academic year, French teacher, san Price worked with Net Text advisor, Andrew Cunningham, to eate an online text for her French III course. Most notably, Susan graduated with her Master's Degree in Education from Northeastern in May of 2013. Susan often integrates the skills that she developed from her courses into her French and Spanish classes. Susan's students collaborate using iPad resources, such as Google Drive and Net Texts, to complete assessments.

With regard to student travel, BHS offers opportunities for students to enhance their language skills and cultural awareness abroad. In September, fourteen BHS students traveled to Cles, Italy for one week with Italian teacher Ivana Gentile and Associate Principal Richard Sheehan to participate in a student exchange trip with Istituto Tecnico Pilati high school. Students lived with a host family, attended Italian classes, and visited nearby Italian cities and historical landmarks. Subsequently, in the spring of 2014, BHS will welcome students from Cles, Italy for a week for a home stay visit with Burlington families.

Students are not the only participants in an exchange program. Last year the Foreign Language Department teamed up with the Istituto Pilati and created a teacher exchange program. In February 2014, BHS History teacher Jennifer Brumby will travel to Italy to co-teach history for two weeks. In April 2014, BHS will welcome an Italian teacher to co-teach with Jennifer and stay with Burlington host, Beverly Apruzzese.

Lastly, the Foreign Language Department provides extracurricular activities for BHS students through French, Italian, Latin and Spanish Clubs. The language clubs are collaborating this year to promote various fundraising opportunities. The French Club continues to raise funds for the American Red Cross Haitian Relief and the Invisible Children's Club with its' baked goods sales and Valentine's Day floral sales. The Spanish Club, with the help of the Italian, French, and Latin Clubs, contributes food donations to the YWCA Fina House in Lawrence. In addition, Spanish teacher Christina Walton coordinated a school supplies donation drive to support the organization "Student Helping Honduras".

Respectfully submitted,

Renee B. Dacey
Foreign Language Department Head

MATHEMATICS DEPARTMENT

The Mathematics Department has seamlessly continued its mission of preparing students for lifelong mathematical competence and sound logical reasoning skills. Now in the third year of our one-to-one iPad initiative, the continued integration of technology into the classroom has provided our staff with countless resources and a vast array of teaching tools.

The 2013-2014 school year saw the implementation of the AP Calculus BC course, putting Burlington High School on par with the most prestigious schools in the state from a curriculum standpoint. In addition, a new Introduction to Calculus course has been added to expose more students to the concepts necessary for success at the post-secondary level. The Math Department is excited to continue our partnership with Middlesex Community College by offering our Honors Calculus course as a dual enrollment opportunity. Students who meet the requirements may enroll in Honors Calculus and receive credits towards a Burlington High diploma, as well as transferable Middlesex Community College credit. Changing the course from a semester to a full year has proven beneficial for students, as many have achieved requisite scores for dual enrollment credit.

This past August, the math department welcomed Ms. Lauren McAuliffe as a full-time faculty member after covering on an interim basis for the second semester of the 2012-2013 school year. We also welcomed Mr. Michael Fryman to a full-time position after he had spent two years working at Marshall Simonds Middle School. In addition, Mr. Jim Moriarty took over the teaching duties for our computer science courses. All three teachers came to Burlington High with experience and enthusiasm, as well as noteworthy references. They all have transitioned seamlessly into their roles as full-time teachers and have shown evidence that they can work well collaboratively with the other ten members of the department.

The Mathematics Department continues in its leadership role - both curricular and extra-curricular at Burlington High School. Now in my third year as department chairman, I am quite proud to have the opportunity to work with a talented staff toward maintaining and improving the level of mathematics instruction at Burlington High School.

Respectfully submitted,

Brian D. McNeill
Mathematics Department Chairman

HIGH SCHOOL GUIDANCE DEPARTMENT

The mission of the Burlington High School Guidance Department is to support the academic, career, and personal/social development of all Burlington High School students. Through individual and group counseling and collaboration with school, home, and community, we foster responsible decision-making. We strive to help students realize their full academic and personal potential as lifelong learners and global citizens. The Guidance Department, through the use of varied counseling techniques, work with students to identify and remediate problem areas as well as to help them develop appropriate educational/career goals and courses of action achieve those goals.

The Guidance Department is staffed with five Guidan Counselors and one School Adjustment Counselor who is also L.C.S.W. (licensed clinical social worker). Having an adjustme counselor on staff has allowed us to be more proactive wh handling, and dealing with, student and/or family social/emotior issues. Given that we have noticed an increase in social emotior issues, the school adjustment counselor has been instrumental coordinating our new "Bridge" Program. This is a therapeu program designed to assist student's transitioning back to a regu academic caseload.

The Guidance Department has developed two primary goals f this school year. Our first goal is new territory for the BHS Guidan Department. Each counselor taught a lesson to grade nine studer in the fall. We were very excited about achieving this goal. The gc of this lesson was to heighten awareness around transcripts a academic support. We also plan to follow up with grade ni students in the spring to ascertain if students retained any of t information we provided in the lesson. As time moves forward, plan to integrate a new lesson at each grade level. Our second gc pertains to sophomores. We plan to have very focused meetin with sophomore students and help them to indentify care interests. Our goal with this approach is to help students' indent strengths and weaknesses thus helping to better develop pc secondary plans. We plan to use a variety of data to assist with t process, including our college software program Naviance.

Theresa Cavanaugh has assumed the role of school registr while Patty Lewis continues as the Guidance Secretary. Together th have allowed the Guidance Department to function at a very hi level in terms of efficiency, which has allowed counselors to ha more time with students.

The Guidance Department continues to expand the web-bas management system, called Naviance, which allows students complete many of the tasks associated with selecting a colleg major, and career. This year many teachers are using the program upload letters of recommendations as well. The counselors nc utilize a personality profile for students so they are able to mal informed choices on careers and college major. In addition, studen can develop four year academic plans, upload various documen and connect to a myriad of resources. Parents also have access the program. Naviance has allowed the scholarship applicatic process to be more manageable for students and parents. Naviand has given the Guidance Department the capability to subm transcripts on-line. Using the on-line transcript function has allowe us to save time and money on mailings. In an effort to continue o community outreach, the BHS Guidance Department has added a additional Guidance Blog called "College Snapshots". This blc profiles colleges around the New England area visited by BH

dance Counselors. This allows the BHS Guidance staff to stay vant on college admission expectations.

The Guidance Department continues to expand our parent akfast series. We plan to host a breakfast 8 out of the 10 months he school year. We plan to continue with the breakfast series due uch high attendance rates. In addition, the entire Guidance staff present at our senior college planning night and will all attend upcoming junior parent planning night.

The Guidance Department hosted representatives from nearly enty colleges and technical schools who spoke to interested lents regarding admission requirements, costs and financial aid rmation during conferences at the high school. This year ington High School will once again be a site for FAFSA Day sachusetts. This is a nation-wide effort that allows parent and/or lents to receive free assistance filling out financial aid forms.

lington Community Scholarship Foundation

The 2013 Burlington Community Scholarship Foundation, in unction with Burlington High School, produced highly successful lts. One hundred eighty-four donors contributed to the 2013 gram. Three-hundred and eighty four Scholarships, totaling 0,750 were awarded at the presentation ceremonies. Our best gratitude is extended to the local individuals, civic groups business organizations that contributed to the scholarship gram. Since 1988, eight thousand and fifty eight scholarships ling $6,449,640.00 has been awarded to the graduates of ngton High School.

following is a profile of the Class of 2013 (as reported in June of):

of Graduating Class	255 Students
ents in Continuing Education	240 (94.1% of Class)
ents Seeking Employment	11 (4.3% of Class)
ents Entering Military Service	4 (1.5% of Class)

tinuing Education Information	No. Of Students
-Year Baccalaureate Programs	198 (77.7% of Class)
-Year Public In-State Institutions	79 (31% of Class)
-Year Public Out-of-State Institutions	22 (8.6% of Class)
-Year Private In-State Institutions	64 (25% of Class)
-Year Private Out-of-State Institutions	31 (12.1% of Class)
Year Associate Degree Programs	37 (14.5% of Class)
Year Public Institutions	36 (14.1% of Class)
Year Private Institutions	1 (0.4% of Class)

CEEB Test Summary

Exam:	210 Students (93% of Class)
n Critical Reading Score	520
n Math Score	534
n Writing Score	520

Testing Statistics – Class of 2013

SAT EXAMS

Score	*Reading*	*Math*	*Writing*
700-800	10	13	6
600-690	42	58	48
500-590	90	80	83
400-490	70	70	81
300 - Below	25	16	20

SAT Subject Tests	Mean Scores
Biology E	517
Biology M	636
Math Level I	635
Math Level II	643
Chemistry	569
US History	585
World History	601
Literature	609

Seven students were commended for the 2013 National Merit Scholarship Program. One-hundred and eighty-two students took a total of 279 Advanced Placement (A.P.) exams for college credit. Thirty five members of the Class of 2013 were recognized as Advanced Placement Scholars for their performance on the 2013 Advanced Placement Examinations. Three students were recognized as AP Scholars with distinction, eight members were recognized as AP scholars with honor, and twenty-four members were recognized as AP scholars.

MCAS Tests Results Summary

Beginning with the Class of 2003 all students must pass both the MCAS English Language Arts Test and the MCAS Mathematics Test prior to receiving a high school diploma. Beginning with the Class of 2010 all students must also pass the MCAS Science test in addition to the MCAS English Language Arts Test and the MCAS Mathematics Test prior to receiving a high school diploma.

Testing results upon graduation for the Class of 2013 are as follows:

	No. of Students Passed
English Language Arts Test	255 (100% of Class)
Mathematics Test	255 (100% of Class)
Science Test	255 (100 of Class)

Initial Testing results for the Class of 2013 are as follows:

	No. of Students Scoring Proficient or Advanced
English Language Arts Test	*88% of Class*
Mathematics Test	*87 % of Class*
Science Test	*79% of Class*

* This information is published on the Massachusetts Department of Elementary and Secondary Education web-site.

Respectfully submitted,

Joseph Attubato,
Support Services Coordinator

SCIENCE DEPARTMENT

The Burlington High School Science Department had a successful 2013. Mr. Chuck Wood formally retired but was re-hired part-time to instruct in AP Biology. Ms. Brianna Allison joined the staff from Stonehill College where she was an instructor in Biology to replace Mr. Wood. Ms. Gina Baur, nee Ciovacco, took an AP Biology prep course this summer and is now teaching AP Biology. Over 70 students, including sophomores, enrolled in AP Biology this year. Ms. Holly Potter took an AP Chemistry prep course and is now instructing AP Chemistry. Ms. Julia McKinney was awarded her master's degree and finished her certification for middle school or high school principalship. Ms. Jill McInerney led a group of BHS students on a field trip to Costa Rica during the spring break. Dr. Peter Nassiff was a consultant for DESE, a member of the MCAS Committee in chemistry, and the key contributor in chemistry for the state committee for the Next Generation Science Standards. The department investigated new changes in its curriculum to allow sophomores to take AP courses and began to update its science computer lab to include iPad technology. Finally, around 120 students took AP science courses and approximately 70% received a passing score.

Respectfully submitted,

Peter J. Nassiff
Science Department Chairman

HIGH SCHOOL SPECIAL EDUCATION DEPARTMENT

The program for special needs students continues to be effective in identifying learning problems while offering in-depth special needs support and academic diversity for those students with disabilities. In the 2013/2014 school year, inclusion courses were maintained in the areas of English, Mathematics, History and Science for Freshman and Sophomore classes. In these courses special education teachers provide direct support and service to students in mainstream academic classrooms. To help Junior and Senior students transition to post secondary goals, academic support was added to help students identify learning strategies and gain skills to advocate for themselves and their needs. Bridge support continues to grow and be an effective program to help support students who need assistance with emotional disabilities. This year, we have added academic inclusion classes to the Bridge program to help students with emotional disabilities receive academic and support that th need to be successful. These classes are taught by a general a special education teacher.

Respectfully submitted,

Christina Cicolini
Special Education

SOCIAL STUDIES DEPARTMENT

This year the Social Studies Department continued to work integrate the Common Core Reading and Writing Standards in orc to prepare students for the coming PARCC examination. Teach revised their curriculum to incorporate these new national standar and to enhance student's abilities to comprehend primary sou documents and support arguments with evidence. Michael Milt co-authored an article published in the Ohio Social Studies Revi on the use of social media to teach the Enlightenment, and continues to be one of the lead facilitators of the on-line for #sschat. He and Todd Whitten had a proposal accepted by the N England Regional Council for Social Studies Annual Conference, a will be presenting on the use of technology and the Common Co in April. The Department was also pleased to offer a new cour Modern America, as a senior elective. The course looks at the Unit States from 1960-the present, and weaves together the pop cultu of the time periods with the historical events in order to determi the resonance between the changing tastes of Americans and t times in which they live. Next year the Department will also adding its first Humanities course, which will be an interdisciplin look at Classical Greece and Rome. The Department continues maintain a blog at BHSsocialstudiesdepartment.com, and a twit feed at @BHShistory.

Respectfully submitted,

Todd Whitten
Social Studies Chairman

DEPARTMENT OF ATHLETICS

The Burlington Athletic Department has had another success year because of its wide variety of athletic programs and its e increasing number of student athletes. The programs receive gr support from the student body, the community, and the sch administration.

With the adoption of Burlington Public Schools policy with rega to concussions in 2011, all Athletic Department Coaching staff m be certified by NFHS and have a certificate on file in the athle

ce prior to the start of their season. The Athletic Department also ows the MIAA laws regarding coaching certification.

The winter season saw competitive play and an overall winning son. The Boy's Basketball team was lead by Senior Captains, minic Calicchio and Jirair Manoukian and Junior Shane Farley shing 12 and 10. They moved on to tournament play and lost in first round against Brighton. The Girl's Basketball Team was d by Senior Captains, Katie Han and Sarah Hood, and they shed 11 and 9. The girls also moved on to tournament play inst Lynn Classical winning the game 60 – 55 and then playing ding where they lost 40 – 62. The Boy's Hockey Team was lead eniors, C.J. Grinnell, Joe Berardi and Derek DeCastro and finished 6 and 5 coming in second place for the League Small Division. y went on to tournament play with a win over Winchester oming the Division I North champions for the second secutive year. They played Marshfield achieving the State sion I Title for the second consecutive year. The Girl's Hockey m was lead by seniors, Angela Venini, Holly Brouillette, Sara sh and Nicole Rigby, finishing 11, and 7. They went on to rnament play for the first time in the history of Girls Ice Hockey at lington High School. They won Winchester moving on to lose to dner. The Boy's Gymnastic Team lead by seniors, Evan Burt and g Johnson, finished with a 7 and 0 record winning the League and coming in third in the State Meet. The Girl's Gymnastic m, lead by seniors, Amber Speck, Kristen Kazanjian and Katelyn sette finished with a record of 7 and 1. The Boy's Indoor Track m finished 5 and 0 winning the Middlesex League Small Division . Rachel Merullo, Valentina Lopez, Eleni Klesaris, Danielle Coveni, y Coluci and Trusha Bhatt led the Girl's Indoor Track team, shing 4 and 2. John DiRusso, Tom Rose and Neil Saji led the 's Swim Team to a 2 and 7 season record. The Wrestling Team by Luke Nigro ended the season with a record of 10 and 11.

The Boy's Baseball Team, this year led by Senior Captains hony Cruz and Peter Dawe finished with a record of 14 and 4 ning the Middlesex League Small Division. They went on to rnament play losing to Wayland in the first round. Softball had a rd of 17 and 3 led by seniors, Kelley McCarthy, Kelly Brown, Amy ter, Danielle Coveno and Haley Currie. They won the Middlesex gue Small School title and went on to tournament play winning North Secional title and earning the title of Eastern Mass mpions. Boys Lacrosse led by Billy Joe Starkey, Ryan McNeill and Scola finished 7 and 5 going on to Tournament play winning erly and losing to Winchester. Girls Lacrosse led by Monique dmon and Abbey Joyce finished the season with a 5 and 14 rd. Boy's Tennis lead by Senior Captains, Dean Boodakian, stian Repunte and Brian O'Connell finished 14 and 4 winning the dlesex League Small Title for the second year. They continued to tournament play winning Danvers and Masconomet before ng to Winchester. Girl's Tennis was lead by Molly Gilpin, Nadia aghi, Maria Condon and Catherine Carlson and finished with a rd of 11 and 6 winning the Middlesex League Small Title with rose. The girls qualified for tournament play losing to Swampscott in the first round. Boy's Track finished 5 and 0 winning the Middlesex League Small Title. Jasmine Smith and Sara Walsh led the Girl's Track Team, finishing 3 and 3.

The Football team lead by Captains Jimmy Goober, Shane Farley, Giuseppe Mollica, Brandon Kelley and Christien Mornewek ended the season with a 3 and 7 record. The Boy's Soccer Team, lead by Senior Captains Jerry Ramirez and Kyle Glennon finished 5 and 10 and 3. The Soccer Cheerleader Captains for the fall season were Gina Russo, Janelle Jean and Maribel Escobar. The Girl's Soccer Team, lead by April Adams, Julia Roussell, Erin Savage and Julia Sullivan finished with a 7, 8 and 3 record. The Golf Team was lead by Jake Goldstein, Max Paraskevas and Joey Scali ended the season with a 10 and 3 record placing 1st in the Middlesex League Small Division. Boy's Cross-Country, lead by Paul Hogan, Kevin O'Connor and Colin Raposo finished 3 and 3 and the Girl's, led by Shauntel Farland, Carly Gillis and Nicole Hardy finished 2 and 4. Girl's Swimming and Diving finished 2 and 8, led by Mikayla Merrill, Allie Minghella and Casey Porcello. Field Hockey finished 2 and 16, led by Jordan Mathieson and Kathleen Coveno. The Competition Cheering Squad led by Katy Russo, Jackie Teebagy, Jenna McAnespie and Kayla Mungillo also had a great season finishing first in the Middlesex League again. Girls Volleyball was led by Maya Russell, Melannie Acquino and Becca Ellis and finished the season with a record of 15 and 6. For the second year in a row, the girls moved on to tournament play losing in the first round to Bedford.

The Athletic Department would like to congratulate all the athletes for their hard work and dedication and for making this past year such a success.

Respectfully submitted,

Edward L. Gillis
Athletic Director

HIGH SCHOOL LIBRARY

The BHS library is the place to borrow iPads, chromebooks, bluetooth keyboards, adapters for projectors, Nooks, chargers, and of course our collection of books! You can also come to the library to print, copy, scan, and laminate projects for classes. It is the place to be before school, after school, and in between. While here or at home you can visit our website, (.https://sites.google.com/a/bpsk12.org/bhs-library/) and have access to all of our eBooks and databases for your research.

Subtext is a new app being explored with Ms. Janovitz in the English department. This is a collaborative app that allows students and teachers to exchange ideas in the pages of digital text. Last spring the librarian, teacher, and the students read *Like Water for Chocolate* by Laura Esquivel. We were not only able to read and

discover magical realism it also allowed for discussions, comments, and questions right within the text itself combining the best of social media with reading. This collaborative adventure with reading, writing, and analysis was so successful Ms. Janovitz decided to engage students in a new book this year, *The Reluctant Fundamentalist* by Mohsin Hamid.

The Mac Lab in the library has a new look. The student Leadership team, together with Ms.Doughty, painted the lab with bright red macintosh apples and inspirational quotes by Steve Jobs. Our new "Apple themed" lab looks great.

We are grateful for another $500 donation from the Rotary and the Interact Club to update and maintain the World Peace and Understanding bookshelf.

The library continues to encourage a love of reading and an appreciation of quality literature. The BHS Student Book Club meets on Wednesday during second lunch. The Faculty Book Group is also going strong. Together with teachers from the Middle School this group of 15 meets five times a year to read and discuss Young Adult Literature. The themes of Young Adult Literature often focus on issues crucial to adolescents such as relationships to authority figures, peer pressure, body image substance abuse, etc. Some issues discussed in both groups include: friendship, love, race, money, divorce, coming of age. Research has shown that integrating Young Adult Literature into the curriculum can increase student interest in reading and appeal to reluctant readers.

In the spring, the librarian took a Saturday Graduate class on Differentiated Instruction Part II. This course focused on using and practicing different teaching strategies to engage all learners. This class will meet the district's requirements for mentoring new teachers. In November, the librarian went to the National Conference of School Librarians (AASL) held this year in Connecticut. The theme of the conference was "Rising to the Challenge" and included many sessions on technology and how it relates to the classroom and the library. There were sessions on research, digital tools, eBooks, common core, blogging and of course how to challenge and encourage teens to read for pleasure. The weekend conference help define the role of the school librarian in extending the learning process as well as expanding the digital media platform.

The library media center continues to meet the research needs of all students and staff by providing technology, print and non-print resources that support curriculum projects while ensuring students are effective and responsible users and producers of information. We look forward to another successful year.

Respectfully submitted,

Susan Kelley Distanto, Librarian

MARSHALL SIMONDS MIDDLE SCHOOL

A grand opening ceremony was held on January 14, 2013 celebrate the completion of the addition and renovation at Marsh Simonds Middle School. New science labs, technolc enhancements, an enlarged cafeteria, outdoor courtyards, connecting glass corridor, teacher and parent meeting rooms, n student lockers, larger classrooms and a 5,000 square fc library/media center are now available to middle school studer The unique and eye-catching main entrance provides a focal po for the community.

The American School and University of Educators and Desi Interiors magazine awarded architect Kevin Buckley of K.E Architects for the outstanding design of the Marshall Simor renovations. The magazine gives awards annually throughout t country and this year those from K.B.A. who put the middle sch project together were recognized for their outstanding work a design concept. The renovation and state of the art addition extend the useful life of the building by another 30 to 40 years.

The School Council addressed four District Goals in 2013. Th include the following:

Goal 1: Improve the Capacity of Marshall Simonds
Goal 2: Improve Technology Integration/Professional Developmer
Goal 3: Improve Communication at all levels and throughout the Community
Goal 4: Continue to Improve Facilities and Business Management Operations

Throughout the year teachers met in teams and departments communicate and collaborate regarding the new Common C Curriculum Standards. During the month of July math and Engl language arts teachers met in workshops to align their curriculu with the Common Core. Special emphasis in English was given the updating of literature and the development of a common form for writing essays. Math teachers analyzed Common Core ma standards, redesigned the advanced math courses and coordinat the math expectations in grades 6, 7, and 8. MCAS Math Prep for students and the Math Olympiad for advanced sixth graders w available after school hours.

The integration of technology into the learning environm continued to be a middle school priority. iPads were used by students and teachers. The Aspen student information data b was utilized for mid-terms, report cards and scheduling. classrooms possessed a Lightspeed Audio System with Ste Imputs for Laptops and two wireless microphones – with a ceili mounted systems and Apple T.V. Two new computer labs w used daily by students. iPad applications were integrated in

lemic subjects as well as in the exploratory areas of music, th, and foreign language and technology education. Digital folios were established for all students who attended computer ;es. A very active and diverse technology professional elopment structure provided teachers multiple opportunities to ove their skills and expand their repertoire of instructional egies.

ligh levels of parent communication remained a characteristic of middle school environment. Back to School Night, Spring Open se, Vaudeville, Concerts, Scholars Brunches, newsletters, blogs, n meetings, community service projects and a variety of student gnition initiatives were scheduled throughout the school year. tigious state recognition for scholarship, artistic excellence and ic proficiency were awarded to individual students at Marshall nds.

Middle school students and teachers welcomed a new athletic when they returned to school in September. The artificial grass ounded by a track will provide students and the community with iple opportunities to exercise and participate in a variety of tic competitions.

he culture at Marshall Simonds has always addressed the lectual and developmental needs of early adolescents. tanding teachers, enthusiastic students, innovative curriculums new school initiatives will remain as the foundation for essful school programs and student learning goals. Our mission continue to place maximum emphasis on a program of study results in middle school students achieving their highest ntial.

ectfully submitted

ard J. Connors
ipal

FOX HILL ELEMENTARY SCHOOL

lembers of Fox Hill School value the opportunity that each ol year brings to "always strive to be a better you." This motto es from the philosophy of Paideia and is rooted in the belief that true goal is to attain one's ultimate potential. Members of Fox chool believe everyone has the capacity to be a better person, a r student, a better educator. Through collaboration and with stence, determination and grit every member of Fox Hill School orts each other's ability to learn and grow and to be a "better " We believe growth flourishes in a culture and environment e respect, kindness, acceptance and belonging are nurtured day. This year our school theme, "Growing Success Little by ," espouses our beliefs and cultivates our growth towards lence for "always striving to be a better you."

This year our school theme, "Growing Success Little by Little" nurtures and supports our growth for implementation of several new learning opportunities for the 2013-2014 school year. Each learning opportunity is intended to nurture and cultivate academic and social/emotional growth and supports our ability to become better than we were last year at Fox Hill School. Our most exciting new learning opportunity begins with the 1:1 iPad implementation for students in grades 1, 4 & 5. Every student in those grades received an iPad to further engage students in learning complex, rich and meaningful subject matter. Students in grades K, 2 & 3 have access to 20 iPads for each grade level that also engages them in richer and more meaningful learning experiences. Another new learning opportunity that continues to nurture our ability to grow as learners is the implementation of a new math program, "EnVision Math." This math program is aligned to the Common Core Learning Standards that every teacher is expected to teach so every child can learn and become proficient. The "EnVision Math" program provides students with the opportunity to become strong critical thinkers and problem-solvers in math. In addition to our new math program, is the implementation of a new writing program that also provides educators with the opportunity to nurture and strengthen student writing skills. The purpose of implementing these two curriculum programs is to ensure we are aligned with national and state expectations and we are doing our best to prepare students for the future.

Fox Hill School's Response to Intervention Model is a strong and successful framework that ensures all student needs are met. Eighty-three percent of all students are meeting grade level expectations in the core curriculum. Seventeen percent of students receive Tier 2 Intervention to ensure they are meeting grade level expectations and closing the achievement gap. Approximately 5% of students in Tier 2 are closely monitored to ensure their achievement gap narrows and learning growth is constantly noted for these students. Fox Hill School has a highly successful Problem-Solving Team model designed to monitor and analyze student achievement data for individual students and to work collaboratively and closely with parents to ensure students are making expected academic growth.

The 2013-2014 school year experienced few changes to its teaching staff providing students with continued stability as well as an experienced and talented staff that have deep and strong connections to students and their families. However, we did welcome three new staff members, Mrs. Elizabeth DeCoste, reading specialist and Ms. Melissa Clifford, guidance counselor who demonstrate strong leadership and commitment to servicing Fox Hill students and its community and Ms. Nicole Beaulieu, Fox Hill School's new permanent substitute teacher.

"Belong Together, Work Together", Succeed Together continues to capture the essence of who we are as a school community as we *Grow Success Little by Little* every day. Our commitment to nurturing a child's social and emotional development continues to be of paramount importance at Fox Hill School. This commitment is

demonstrated in strengthening a child's sense of *Belonging* at Fox Hill School by acknowledging the value and uniqueness of each child. An example of this commitment is captured in Fox Hill School's main lobby. Every child was given an opportunity to share their strengths and their desires and this is proudly displayed in our "Fox Hill Flower Garden" in the main lobby.

Another way we strengthen a child's social and emotional development is through the implementation of a Positive Behavioral Intervention and Support system and *Responsive Classroom* designed to teach and positively reinforce expected skills that promote respect, kindness and safety at Fox Hill School. Every morning teachers participate in "Morning Meeting," designed to start off the school day in a positive way, provide a personal connection between teacher-student and student-student and to nurture the sense of *Belonging* promoted in our school. Finally, our "Be the One" program is also strengthening and growing promoting new ways to empower students to do the right thing even when it is hard to do.

Fox Hill School continues to serve 400 students attending kindergarten through grade 5 in 23 classrooms with class size on average at 17 students per classroom. Fox Hill School has an updated library media center, a computer center, a spacious art room, two music rooms, a large gym and ample space for support services that include a vibrant special education, ELL, literacy and math resource programs. During the summer of 2013, Fox Hill School underwent a major renovation to its main office and lobby to strengthen school security. This renovation reorganized space to create a new conference room area, principal's office, and reception area with strong visible access to the main lobby. It also created a new entrance way that promotes safe entry of visitors and a safer environment for the Fox Hill School community. Improvements to building and grounds continue to be a major focus at Fox Hill School. Over the summer Fox Hill School also completed a major renovation project replacing all floor tiles in all four pods and in the hallways. Finally, our main lobby and hallway were freshly painted creating a fresh, bright and clean school.

Fox Hill School continues to provide students with many varied after-school opportunities that promote continuous learning and enrichment. Fox Hill School offers Homework Clinic, Math Olympiad, Math Wizards, Fractions, Decimals and Percents, Geometry Club and an After-School Writing Club. Fox Hill School works in partnership with Burlington High School to implement the High School Mentoring Program at Fox Hill School. BHS students serve as role models who mentor Fox Hill students after school. This high school mentor program has provided elementary students with additional academic, social and emotional support that enhances their sense of *Belonging*. Our PTO is a vibrant group of parents who are an integral part of our growth as a school community. As a result of a highly successful auction, the Fox Hill parent community raised $30,000.00 and presented Fox Hill School with a permanent shade structure that will serve as an outdoor classroom and provide shade from the sun on hot days while students are out at recess. The F Hill parent community is also working to develop a Fox Hill scho garden for the 2014-2015 school year.

The Fox Hill school community welcomed the addition of a LAB program to Fox Hill School. Classroom and office space was given the LABBB program in the portables attached to Fox Hill Scho Approximately 12 students from Lexington, Arlington, Belmo Bedford and Burlington attend a comprehensive therapeu program coordinated by Donna Goodell. Mrs. Pat Thorpe and M Laurie Arcovio are the classroom teachers who provide students wi academic, social and emotional instruction in a setting designed promote their ability to be included in the regular education setti at times that best meet student needs. The LABBB program h been a wonderful addition to Fox Hill School and it is inspiring a rewarding to experience our new and growing partnership wi them.

While our primary charge and responsibility is to educate t children in the Fox Hill district, members of the Fox Hill teaching st recognize the importance of ensuring a safe environment a building and strengthening positive relationships with the Town Burlington, the School Committee and Central Office Administratic Members of these groups are considered to be a part of o extended Fox Hill School family and each group has significan contributed to Fox Hill School's success. *Belong Together, Wo Together; Succeed Together* is celebrated and owned by eve member of the Burlington Community!

Respectfully submitted,

Ellen Johnson
Principal

FRANCIS WYMAN ELEMENTARY SCHOOL

Francis Wyman Elementary School has continued on its journ of providing high quality instruction to assure student growth a achievement in a culture that CARES for all students. The Comm Core Standards in English Language Arts and Mathematics consist rigorous expectations that require a strong curriculum and hig effective teachers. There has been a great deal of work by teache and administrators across the elementary schools to understand t standards and align our curriculum to meet those standards. A ne mathematics program, *EnVisionMATH*, was adopted to address o curriculum needs in grades kindergarten through five. *EnVisionMA* aligns to the Common Core Standards and is designed to meet t needs of all students. The writing program *Explorations in No Fiction Writing* was adopted for grades kindergarten through gra two this year with the hopes to possibly expand it to grades thr through five for next year. Non-Fiction reading and writing is a k

ponent of the ELA Common Core Standards and this program increase and improve instruction in these areas.

rancis Wyman Elementary School has developed an effective ti-Tier System of Supports (MTSS) instructional structure that ts the needs of all students in the areas of English Language Arts .) and Mathematics. Our universal screening assessment tools ude DIBELS, *Symphony Math* and *I-Ready Reading and hematics*.which provide us with important information as to our ents' skill levels so that students can receive targeted instruction. continue to group across the grade for reading in grades one ugh five and for mathematics in grades four and five. lergarten students are grouped for targeted reading instruction ng the Intervention/Extension block. Again this year a team of hers visited Francis Wyman School to observe and discuss our program. The teachers from Falmouth, Massachusetts spent the visiting classrooms, reviewing our procedures, and talking to our hers and left excited to implement RtI in their school.

eachers are now being evaluated by a new state-mandated uation system. Teachers and administrators are learning how to lement the new system. The new system requires self-reflection, -setting, frequent unannounced observations by evaluators, and collection of evidence to demonstrate meeting the goals and dards. Through this process, teachers and administrators engage requent dialogue around effective instruction and student vth. All teachers and administrators are focusing on student agement as one of the top priorities this year.

he outcome of the 1:1 iPad pilot last year in grade one was most essful as teachers and students found that the device supported ased student engagement. With the opportunities for ridualized learning as well as the capacity to develop creative ects, the decision was to move forward with a 1:1 iPad initiative. year all students in grades one, four and five have a class set of s available to them in their classrooms. The plan is to complete implementation next year with grades two and three. The hers are finding it exciting to be able to plan and implement ons that include interesting and authentic applications for using iPads. Students are most comfortable learning the various cts of using the apps and iPads. By carefully determining the opriate use of the iPads along with more traditional uctional methods, the teachers are finding the iPads enhance uction and increase student engagement.

Our school-wide Positive Behavior Interventions and Supports S) program is showing great promise in its effectiveness to noting positive behavior throughout the school. This program is foundation of our MTSS in the area of behavior and our CARES to is the basis for all our goals. The CARES acronym stands for passion, accomplishment, respect, enthusiasm, and self-nce. Behavioral expectations have been identified for school-e areas such as the cafeteria, hallways, bus dismissal, the torium, etc. Students receive CARES coupons for demonstrating expected behaviors in an effort to highlight positive behaviors. Classroom teachers developed classroom behavioral expectations supported by classroom reward systems and grade level systems. The systems utilize the CARES coupons providing a consistent school-wide effort. Rewards for CARES coupons vary but focus primarily on giving students public recognition and time spent participating in choice activities. Students enjoy earning individual rewards, whole class rewards, grade level rewards, and school- wide rewards.

The Accelerated Reader (AR) program has continued to grow in student participation this year. This web-based program is designed to support independent reading for all levels of readers. Students read books of their choice and then take quizzes to determine basic comprehension of the books. The program helps students identify their "just right" level of books based on the success rate of their quizzes. The AR provides thousands of quizzes for a variety of books which allows students a wide array of book choices. Students receive certificates to document their success. Each week, the names of students who have successfully completed quizzes are announced to the school and the students receive CARES coupons for their accomplishment. Students work toward meeting a school-wide goal set by the principal so as to encourage independent reading at school and at home in an effort to develop life-long readers. In February the students met the goal of reading over 2,000 books and by June they had read 4,200 books. This was a great accomplishment and was celebrated school-wide!

Collaboration among teachers is a key factor in providing the most effective instruction to our students. The grade level teams work closely with the mindset that all teachers are responsible for the progress of all the students in the grade. They share ideas and develop curriculum so that students receive consistently high quality instruction. Our students benefit from the collaboration of our very talented teachers. Then new teacher evaluation system emphasizes collaboration among teachers and our teachers are ready to meet those expectations.

The PTO has worked tirelessly to support the school through fundraising activities and family events. Books, materials, field trips and enrichment activities are some of the benefits that the PTO provides through its volunteers and fundraising. The students enjoyed the special assembly by the a cappella group "Ball in the House" with their wide range of musical renditions all without instruments. Students also had the opportunity to enjoy the incredible story telling of "Odds Bodkin". The Carnival is the highlight event of the year thanks to the enormous effort of the PTO. Although fundraising events vary from year to year, the PTO remains a constant and steady support to Francis Wyman School.

There were a few teacher retirements this year. Special educator, Mrs. Stephanie Hackbath, and ELL teacher, Nancy Todd retired and both had worked at Francis Wyman School for many years. They were highly dedicated to their students and to the school. Mrs. Betty

Morrison, Title I Math Instructional Assistant also retired. Betty worked at multiple schools in Burlington over the course of many years. Mrs. Kelli Stromski was hired as a special educator. Kelli worked as a special education assistant at Francis Wyman School for the past two years. Mrs. Bonnie Leary took over as the ELL teacher. Bonnie had worked at Francis Wyman School as an ELL Tutor for the past four years. Mr. Ben Schersten was hired as our Technology Specialist and has been a tremendous support to our teachers in the implementation of the 1:1 iPad initiative. Ben comes to us from Arlington where he was a third grade teacher with a 1:1 iPad classroom. His experience as a classroom teacher along with his technology expertise has been an asset to the school.

Francis Wyman School was the proud recipient of the Educational Alliance Math and Science Grant from Exxon Mobil Corporation. This $500 donation will be used to support our math and science instruction. Thank you to the ExxonMobil station on Bedford Street for nominating Francis Wyman and supporting our students. The Ratner Companies and Hair Cuttery recognized Francis Wyman School as a school that CARES. We were one of five schools in Massachusetts honored. The Burlington Hair Cuttery presented us with a series of pencil drawings by the renowned artist, Paul Ratner, the brother of the CEO and Founder of the Ratner Companies, Dennis Ratner. The twenty-six pencils drawings of each letter of the alphabet are just beautiful!

Francis Wyman School is fortunate to have an active and supportive school community of students, teachers, staff, parents and area business partnerships that make our school successful and one that strives not only for high achievement but also one that CARES.

Respectfully submitted,

Susan P. Astone
Principal

MEMORIAL ELEMENTARY SCHOOL

The Memorial Elementary School continues to be an integral part of the success of the Burlington Public Schools. We excitedly opened our doors and greeted approximately 440 students for the third year to our new building in September 2013. We are fortunate to have an ever-increasing diverse student population from countries all around the world. This rich cultural diversity allows every student to build global connections and share unique and common experiences. Memorial School stands as a beautiful symbol of the commitment and dedication that the Burlington community has for educating its' youth.

Just as Burlington residents got used to passing the "new" Memorial on Winn St. and knowing who was inside, some changes were taking place. This past school year marked the end of a successful tenure for a beloved educational leader, Mrs. Kar Rickershouser. Karen had been principal of the Memorial School f the past eight years and recently retired to be near her children a grandchild in Austin, Texas. She worked tirelessly to improve t lives of not only Memorial families in her tutelage but the Burlingt community at large. Karen brought her endless energy and viv spirit to every interaction. Her legacy will never be forgotten. She forever woven into the Memorial School fabric.

It is a privilege to be the next principal of Memorial School. come to Burlington, having left a wonderful community in Norfo MA serving as an assistant principal and K-6 curriculum coordinat for English Language Arts and Social Studies. Prior to that, I spe twelve years working as a speech language pathologist and spec education team chairperson in Sudbury, MA. I look forward meeting and working with more community members and leaders I settle into my new position.

Memorial School is fortunate to be staffed with both master le educators who have many years of experience and talented a energized young educators who are building impressive pedago skills. Eight staff members have given birth this past year and t more are due shortly after the New Year begins! This has kept us busy filling the maternity leaves with quality staff already working or retired from the Burlington school system. Thank you to o retired teachers, Alice Giovanniello, Judy Mack and Jill Papadonis f filling positions opened by maternity leaves. Both students a teachers have benefited from your expertise. We welcomed t new permanent substitutes at Memorial, Mrs. Jenna Harlow and M Mary Felton. They have been a wonderful addition covering f teachers in grades K-5. We are fortunate to have added to our tutor staffing in the area of ELA and Math this year. Ms. Rosem Bransfield and Mrs. Karen Noonan, both cherished retired Burlingt teachers, have joined the Memorial staff to support students kindergarten and first grade with their math instruction. Courtn Browne has also joined us full time as an RtI tutor working in t intermediate grade levels supporting math. Alex Disch moved int full-time RtI ELA position transitioning from a permanent substitu last year. I am grateful for the generosity of the Burlingt community to support the increased staffing of tutors. Tut provide an essential support system for all learners at Memorial.

Building a positive home-school partnership is critical in order maximize student learning. We are so fortunate to have a dedicat and talented group of parents who support the Memorial PTO. M Vittum and Mrs. Schultz have taken the reins from Mrs. Vigliot who served the Memorial community for many years. We all bene from their efforts to raise money and provide enrichme opportunities for our students and a sense of community for o families.

School safety will always be a top priority at Memorial Scho One of the realities of building Memorial School and doubling size has been the increased traffic on Winn St. I am thankful for t

dinated efforts of Mr. Craig Robinson and the Burlington Police artment who have provided additional traffic support during the est times of arrival and dismissal. In addition, we are all grateful he quick responses from the Burlington Fire Department when practice our fire safety drills. In these challenging times, it is forting to know the Burlington community has such strong icipal departments.

Memorial School has become a favored spot for afterschool grams, park and recreational activities in the evening, town-wide nts and summer programs. You should know Memorial School is ly empty! Keeping this building looking like new takes a lot of k. Mr. Ganley and his crew (Billy Decologero, James Heartquist Kenny Marsh) make it look easy. It is exciting to be the hub for his activity and to have an experienced custodial staff to keep the ding looking brand new. Thank you.

Burlington Public Schools continue to be national leaders grating technology and education. This fall began a 1:1 iPad ative for all Memorial students in grades 1, 4 and 5. In addition, library has 20 new Chromebooks for students to access. sroom teachers are creating exciting and new opportunities to d 21st Century skills for their students. These sophisticated ructional devices in conjunction with skilled and knowledgeable icators create an effective combination for student academic cess. Getting students college and career ready requires us to ink how they interact with the world. It is common to walk into srooms and see students connected to other students around world using technology and gaining new and varying spectives of people, places, and events. Thank you to the entire lington resident and business community for generously porting this effort.

Given the multitude of state and federal mandates required for all lic schools, Burlington should be proud of the leadership vided by Superintendent, Dr. Conti and Assistant Superintendent, Larkin for implementing them in a way that keeps the focus on dent achievement. We began this summer, receiving training of new teacher evaluation system in Massachusetts. This new tem requires teachers to be more involved in their own fessional growth and to provide evidence that supports it. We ntinue to align the ELA and Math Massachusetts state frameworks the new Common Core standards. These new standards are more rous requiring students to read and analyze more complex text d formulate opinions and arguments that can be supported by rmation found in the text. A new writing curriculum (Explorations Nonfiction, by Stead and Hoyt) has been added to grades K-2 to dress the focus from fiction to non-fiction comprehension. In the a of math, the entire K-5 school has adopted the enVision Math gram. This program addresses all the shifts in mathematical ctice that are in the Common Core standards. Teachers were ger to start the new program and are implementing it with fidelity.

Along with new Common Core standards comes a new assessment tool to measure its success. Massachusetts belongs to the PARCC (Partnership for Assessment and Readiness for College and Careers) consortium. PARCC will replace the MCAS test now required for all students attending public school in Massachusetts. The Burlington Public Schools are working with DESE (Department of Secondary Education) to be a test district for PARCC this spring. This creates an exciting opportunity to preview the new assessment and further adjust our curriculum to meet it once it is fully adopted in the next few years. Given Burlington's robust technology initiatives, we can also provide critical information to the state as they determine the minimum technology needs for this on-line assessment. Once again, Burlington is leading the way in Massachusetts!

I am so grateful to the Burlington community. Your commitment to the public schools have allowed us to attract high quality educators who care about reaching every students potential. You have generously supported integrating technology into every student's school experience. Most importantly you are active participants in your children's education. Under the astute leadership of the School Committee, Dr. Conti and Mr. Larkin, Memorial School remains a thriving and innovative school. Thank you for sharing your children with us each and every day! It is an honor to be part of their lives.

Respectfully submitted,

Deborah Dressler
Principal Memorial School

PINE GLEN ELEMENTARY SCHOOL

Pine Glen Elementary School and Burlington Public Schools continue to receive state and national attention for our work with RtI and the utilization of technology to increase student engagement and higher order thinking skills. This year we embarked on what could be the greatest amount of change in education in our history. Lucy Calkin, educational scholar, commented on the Common Core State Standards in her book, Pathways to Common Core, as "The most sweeping reform of the K-12 curriculum that has ever occurred in this country." Along with the Common Core, we also implemented a completely new state mandated evaluation system for teachers, state mandated teacher professional development for the teaching of English Language Learners, and transitioning from MCAS to the Partnership for Assessment of Readiness for College and Careers (PARCC) test. I can think of no other group of educators I would rather lead to face these major education policy changes in curriculum, instruction, and assessment than the outstanding teachers at Pine Glen Elementary Schools. It is a privilege and a joy to observe their incredible instruction every day!

We were fortunate this summer to have several building based changes which have made our school an even safer physical plant. I

would like to thank everyone in Burlington for their support. These measures will help us continue to make safety the number one priority at Pine Glen Elementary School. I must also thank the Burlington Police Department (especially Detective Thomas Fournier) and the Burlington Fire Department for their expertise and collaboration in keeping our school safe.

This fall we also were very excited to introduce more iPads to our current supply at Pine Glen Elementary School. In addition to our 4th and 5th grades, who piloted the 1:1 iPad Initiative last year, our first graders will have 1:1 iPads this year. It is our hope that next fall we will have an iPad for every student in the building in grades 1-5. These instructional tools provide for opportunities to enhance student engagement and employ critical thinking skills. We also added 42 ChromeBooks to our supply of laptops. There are less and less workbooks and textbooks being printed on paper. Chromebooks allow us the capacity to have students access the Common Core Curriculum which is increasingly being presented in digital text.

A student's homeroom teacher continues to sometimes be different than their reading or math teacher. This affords teachers the opportunity to work with a narrower teachable range, provide interventions and maximize efficiency. This is not leveled instruction. We are providing flexibly grouped reading instruction that changes based on data. We will continue to use an online universal screening to become aware of where to focus our instruction and provide interventions for students.

Teachers have continued to participate in curriculum councils and at grade level meetings with myself to look at curriculum, instruction and assessment. We have continued to witness tremendous growth from our students. We are never complacent in our desire to help students become lifelong learners and are constantly looking at ways to further enhance instruction. In the area of English Language Arts this year we have seen changes in the areas of grammar and written expression. This year we adopted the Sadlier Grammar Workshop in Grades 3-5 and Explorations in Nonfiction Writing by Tony Stead and Linda Hoyt in grades K-2. We also piloted the Sadlier Vocabulary Workshop in some classrooms.

This year we had a complete core program change in math for grades K-5. We adopted the enVisionMATH Program. The enVisionMATH Program is a Common Core State Standards (CCSS) aligned, researched based program with RtI components. Two of the authors, Dr. Francis Fennell and Dr. Jane Schielack, were also authors of the Common Core Standards. In fact, the publisher of enVisionMATH is also the publisher of the Partnership for Assessment of Readiness for College and Careers (PARCC) test which we will be piloting for the state this Spring. The enVisionMATH Program embraces and enhances the focus and coherence vision of the CCSS, leading to higher achievement for all.

We were pleased to welcome new staff members to our Pine Glen Community during the 2013-2014 school year. Andrea Hayes joined us as our new team chair. Andrea has been a special educator f several years and has worked in the early childhood center i Burlington since it opened. Before that she was a teacher for t LABBB Collaborative. Andrea is a very talented and knowledgeat special educator and has a wealth of experience and expertise. S has been an excellent new addition to the department. Althou not new to Pine Glen, Taryn Flaherty, who was our permane substitute, became a special education instructional assistant. V also saw the addition of three new RTI tutors. We were happy t welcome Jessica Wolfenden, Michelle Proehl and Emily Ross as F tutors. We also enthusiastically welcomed Siobhan O'Brien, Miche Mills, Alyssa Capuano and Patty McAndrews as Special Educati Instructional Assistants. We are further delighted to welcor special education teacher Alexia Karamoutsos, music teacher Lau Berger, guidance counselor Alexis Dwyer, and school psycholog Madeline Lormand. Completing our new hires was Nicc Sunderland as our permanent substitute.

I wish to thank the PTO for all their assistance. They have do tremendous work in providing student enrichment, organizi school social events, community outreach and assistance to t teachers. The PTO continues to serve as one of the best means volunteer and be active in our school community. I must also tha our custodial staff for their stellar work in making the school a cle and safe environment for students to learn.

We began this year with several changes in curriculu assessment and instruction. However, Pine Glen has been prepari itself for the past couple of years knowing these changes were the horizon. Our prior adoption of the new standards bas progress report cards reflective of the Common Core Standards, I adoption, iPad 1:1 initiative (the PARCC will be an online assessme and the iPad will likely be one of the approved devices), univers screening three times yearly, and new curriculum adoptions ha positioned us to be ready for these major education policy change

Pine Glen continues to provide top quality instruction, along wi a safe, caring and nurturing learning environment that engages our students. I am incredibly grateful to the residents of Burlingt for continuing to provide us with the financial means to attract a retain the highest caliber of teachers, technology and resources differentiate instruction for all learners. It is because of this suppc we can continue to create a lifelong love of learning for everyone our Pine Glen Community. Thank you very much for the opportun you entrust us with everyday in providing instruction to yo children!

Respectfully submitted,

John Lyons, M.S. Ed.
Principal

BURLINGTON SCIENCE CENTER

ıe Burlington Science Center enjoyed another year of exciting ıce! Here are some of the activities conducted this year to ɜ "Science Come Alive" in Burlington Public Schools.

ırooms and Community:

- Two new exhibits were featured entitled "The Science of Bears" and "Energy." The highlights were a kodiak bear and black bear mount and life-sized model of a polar bear.
- The Science Center gave a presentation to the Rotary Club of Burlington. It included a powerpoint about our programs and services to the schools, a demonstration of our fire tornado and a visit by our large snapping turtle.
- The "Name the Alligator Contest" was a hit this year. All Burlington second grade students had the opportunity to enter by choosing a name to enter. The winner was Khya Summerville at Fox Hill School.
- The Memorial PTO and Burlington Science Center teamed up to host an incredible evening of fun science and learning. This first ever "Science Night" was a huge success, as over 300 students and family members came out to explore, engage and socialize as a community.
- The Science Center ran a summer engineering camp for upper elementary students. Students designed solar ovens, water filters and windmills. The group also toured the Mill Pond Water Treatment Facility.
- The phone never stops ringing at the Science Center with questions from the greater Burlington community regarding animal distress calls and inquiries about how to become a MA Science teacher.
- The Science Center continued its goal of providing high-powered science education to the Burlington Public Schools via the following activities: chick and frog hatching, live animal visitors, field trips, life science programs, physical, earth, and engineering science programs.

ectfully submitted,

dy Pavlicek
Musselman

MUSIC DEPARTMENT

013 was a rewarding year in the department. We welcomed than Granger as the High School Vocal Music teacher, and Laura er as a Pine Glen General Music and violin teacher. The position usic Coordinator was rewritten and is now called the Performing Director. This is a response to work overseeing the Fall Play, g Musical and Summer Theatre Program.

Our work in the Elementary schools is focused on fostering active and musical engagement while furthering their musical knowledge and developing their skills. This includes reading, singing, creating, and listening to quality music. The 4th and 5th Grade Chorus and Band presented the Spring and Winter Concerts with great success. Music Teachers utilized new pianos to support their performances. In addition to the general Music Violin unit, we are piloting 3rd grade violin lessons in Pine Glen and Memorial. The students in 3rd grade have the option to sign up for weekly violin lessons and a weekly ensemble rehearsal. So far, the response from students and parents has been extremely positive.

At the Marshall Simonds Middle School, the General/Vocal Music room was equipped with a piano keyboard lab. This lab has enabled the students to practice in class with a full size piano. The lab features a conferencing system allowing the teacher and students two-way communication.

Neil Bhammar, Patrick Creedon, Mark Czerwinski, Mia Campbell, Gabby Corsino, Crystal Curran, Laura Harder, Anna Tamura and Daneil Xue auditioned and were accepted into the Junior District Festival Chorus and Orchestra. The MSMS Symphonic Band and Select Chorus participated in the Mass Bay Festival and received Superior awards. The school year culminated in an awards ceremony for both the band and chorus.

At Burlington High School, Eric Salina was accepted into the Senior District Festival. Mr. Matt Lovell's Music Theory student Stathis Stefanidis won the UMass Lowell composition award for another year.

The Marching Band again participated in every football game, including the playoff games. The BHS Band impressed audiences during the annual Salem Invitational. This event features marching bands from all over the region. It is a great experience for the students to see other marching bands and to showcase their hard work. A highlight for the year was when the marching band marched down Main Street USA at Disney World's Magic Kingdom. It was a pleasure to stand with dozens of Burlington parents as we cheered on our band. The feeling of pride was never so high.



The vocal program continued to be strong. The BHS Chorus and Select Singers participated in the Great East and Mass Bay Music Festivals. The Chorus was awarded a Gold medal and a Superior medal. The Select Singers were awarded a Platinum medal and an Excellent rating. Once again, the Department hosted two music festivals. Our students acted as the stage crew and were able to go and observe groups from all over New England perform for judges. In April, the Select Singers will be traveling to New York City to perform at Carnegie Hall as part of the Manhattan Concert Productions National Festival Chorus.



Once again, our department produced the All-Town Band Concert. This involved over 350 band students from grades 4-12 playing for their parents and friends in the BHS gymnasium. This provides a great perspective of the growth and development of 8 years. The audience heard the 4th and 5th grade bands play, the MSMS bands, and the BHS band. The evening also included sectional rehearsals by instrument. For instance, all the clarinet players in grades 5-12 came together for a special rehearsal led by a senior section leader. The evening continues to foster a sense of pride and accomplishment for the upperclassmen while motivating many younger players to continue practicing so they sound like the High School band.

This year's musical was *Hairspray*. With over 3200 tickets sold, the event has become a beloved community tradition. The musical brings together 100 students as the cast and crew. The Fall play was *Arsenic & Old Lace*. The school presented to over 700 people.



In July, the Burlington Educational Summer Theatre, (B.E.S produced *Little Mermaid, Jr.* Over 60 students from grades 2- worked hard, learned a lot, and had fun participating in the progra The Workshop program expanded to three weeks. This progra helped young actors polish their performing skills in a two-we program.

With recognition of our alumni, Katie Campbell, Carolyn Kel Eddy Gelberg, and Andrew Frost marched in the Macy's Day Para as part of the U-Mass Amherst Marching Band.

Music Department Staff

Jennifer Agati	Pine Glen	General Music, Chorus
Laura Berger	Pine Glen	General Music, Violin
Jennifer Calhau	Fox Hill	General Music, Chorus
Jeanne Coroniti	Fox Hill	General Music, Chorus
Kerry Gendron	Francis Wyman MSMS	Instrumental Lesson Band
Jonathan Granger	BHS	Chorus Musical Theater
Matthew Lovel	BHS	Band Director Music Theory
Marcia Medvitz	MSMS	General Music Symphonic Band
Andrew Mullen	MSMS	General Music Chorus
John Middleton-Cox	Systemwide	Performing Arts Direct
Mark Napierkowski	Systemwide	Instrumental Lesson Band
Andrea Niu	Memorial	General Music Chorus
Lindsey Peabody	Francis Wyman	General Music Chorus
Amanda Potts	Francis Wyman	General Music Chorus
Jennifer Rzasa	Memorial	General Music Chorus and Violin
Kate McMahon		Administrative Assistar

is with gratitude and appreciation that we acknowledge the port of the administration and the community. This support is ntial to maintain a strong program in the arts.

pectfully submitted,

A. Middleton-Cox
orming Arts Director

ATTENDANCE MONITOR

he function of the Attendance Monitor is the enforcement of the artment of Education regulations pursuant to compulsory school ndance. Children between the ages of 6 and 16 years are ired to be enrolled in a public, private, or school committee roved home-schooled program. Daily attendance is monitored. phone contact is made with the home when notification of nce by the parent has not occurred. Habitual tardiness and nteeism result in further intervention by the administration and ropriate action is taken. Parents are encouraged to help their dren maintain regular and timely attendance so necessary for the evement of academic success.

very child shall have a right to attend the public schools of the n where he or she actually resides. It is the responsibility of the ndance Monitor to check residency for any student that is ved to be living outside the school district and all residency davits of children living with a Burlington resident within the ol district.

Students between the ages of 14 and 18 years seeking part-time loyment may obtain employment permits from the Office of cial Education. Permits are issued specifically for the work itions stated on the certificate. When a student seeks another ition, a new permit must be obtained. The Attendance Monitor signing privileges and assists in maintaining records pursuant to dent employment. The Department of Labor and Industries lishes a booklet providing information relative to child labor laws cting student's employment. Copies of these booklets are lable to students in the Office of Special Education.

Students out of school ten days or longer due to medical poses are provided with home / hospital tutorial services. It is the onsibility of the Attendance Monitor to obtain a Physician's ement for Temporary Home or Hospital Education filled out and ed by a Physician. This form is kept on file and needs to be ated every six weeks. The Attendance monitor assigns a tutor to k with the student and oversees the hours of service and length ervices provided to each student.

The Attendance Monitor acts as the designated school district meless Education Liaison required by the McKinney-Vento Act. This role is to assist homeless students enroll in school to ensure they receive educational services for which they are eligible. The liaison is also responsible for maintaining records and submitting annual data to The Commonwealth of Massachusetts Department of Education and Spring and Fall Statistical Reports are required to be filed each year. With the implementation of No Child Left Behind and changes in both state and federal law, there continues to be significant increases in the amount of data that the school department must submit on an annual basis.

Respectfully submitted,
Debra P. Miller
Attendance Monitor

SCHOOL NURSES

"To keep the body in good health is a duty... otherwise we shall not be able to keep our mind strong and clear." Buddha

The Burlington School Nurses work diligently each and every day promoting good health for all of our students in the Burlington school system, as well as for the staff. Being healthy makes learning easier. By being part of a team that includes members of the school staff and families, our school nurses help boost the success and achievements of students.

The current enrollment of students in the 6 Burlington schools is close to 3,700. We have well over 20,000 student visits in all the nurses' offices each year. Our goal as nurses is to have students remain in school after visiting the nurse versus being dismissed. Our return to class rate is approximately 94% or higher. Students visit the nurses' offices for a variety of reasons such as illnesses, chronic conditions, injuries, family issues, social problems, or just needing a quiet place to relax for a short time. The level of acuity that we have in our schools has increased. We treat injuries that range from minor ones to more serious ones that may require us to access our local emergency system. As necessary, we consult with other town departments such as the Board of Health, Police and Fire Departments. Each year, we provide epi-pen training to all staff members as well as to the bus drivers from the A&F Bus Company. We follow the guidelines of the Massachusetts Department of Public Health, monitoring mandated immunizations and physical exams, annual hearing, vision, heights, weights, and scoliosis screenings. All visits in the nurse's offices are documented through our computerized health care program called SNAP.

The Burlington Public School Wellness Committee has been developing a Wellness Policy consistent with Federal and State laws and regulations that promote curriculum and programs for nutrition promotion and nutrition education, physical activity and physical education, nutrition standards, and other school based wellness activities. The Life Threatening Food Allergy Policy and Concussion Policy have been passed and signed off by the School Committee

and can be viewed on our website. The Youth Risk Behavior Survey funding has been approved for the next two years. The Medical Emergency Response Plan and Wellness Policy are being updated.

Our Burlington Public School Nurses hold current licenses as Registered Nurses from the Commonwealth of Massachusetts and from the Department of Early and Secondary Education. We are grateful for any assistance provided to us by parents, the entire school system and the Burlington School Committee.

Respectfully submitted

Anne L. Azarian, RN, BSN
Supervisor of Nurses

SHAWSHEEN VALLEY REGIONAL VOCATIONAL/TECHNICAL SCHOOL DISTRICT

The Shawsheen Valley Regional Vocational Technical School District (SVTHSD) is pleased to submit its 2013 Annual Report to the citizens of Bedford, Billerica, Burlington, Tewksbury, and Wilmington. Located on Cook Street in Billerica next to the towns of Burlington and Wilmington, the school celebrated its 43rd anniversary this year, perpetuating the highest quality in vocational technical education to area youth and residents.

The representatives of the 10-member Regional School Committee that governs the District are: Deborah Kostas and Glenn McIntyre from Bedford; Kenneth L. Buffum, Vice Chairman, and Paula McShane Lambert, Treasurer, from Billerica; Paul V. Gedick and Robert Gallagher, Secretary from Burlington; Patricia W. Meuse and Michael Kelley from Tewksbury; and James M. Gillis and Robert G. Peterson, Chairman, from Wilmington. Charles Lyons has been Superintendent/Director of the District since 1987.

Shawsheen Valley Technical High School (SVTHS) is one of 26 regional vocational technical school districts in Massachusetts. One thousand three hundred ninety-seven (1,397) high-school students were enrolled in SVTHS's day school programs in October of 2013, and more than 400 adults participated in the school's various adult and continuing education courses.

In June of 2013, SVTHS graduated 322 seniors. Over 70% of the graduates planned to attend college or other post-secondary schooling in the fall. Twenty-four percent of the students intended to continue working in their trade with another 2% working in another field after graduation. In addition, 3% entered the armed forces.

The SVTHS faculty is an exceptional group of talented acader and vocational-technical educators who are highly qualified to tea in their respective disciplines and occupational areas. SVT employs one hundred forty-four (144) full-time teachers as well thirteen (13) paraprofessionals. Of those full-time teachers, thirte (13) are department chairs, and sixteen (16) are lead teachers. SVTHS teachers exhibit the character, health, personality, a professional competency worthy of serving the needs of Distr students.

Academic Programs

MCAS Composite Performance Index (CPI) Scores:
The Composite Performance Index Score is a measure achievement by performance level. Students who score in either Advanced or Proficient range are awarded 100 points. Those w score in the upper half of the Needs Improvement range receive points; in the lower half of the Needs Improvement range, 50 poir Students who take the test and fail are awarded 25 points. Tho who do not test and are not medically excused receive zero points

In the Spring of 2013, the 339 sophomores comprising SVTI Class of 2015 SVTHS sophomores outperformed all other vocation technical sophomores in English Language Arts (ELA) with a CPI 99.7; they ranked fourth in Mathematics (94.2) and second in Scier (96.3). Within the District, Shawsheen ranked second in ELA, fou in Mathematics, and first in Science.

MCAS Growth Scores:
The Median Student Growth Percentiles (MSGP) is a statisti measure of student growth between grades eight and ten—argua the most important single score in the MCAS analysis. T Massachusetts Department of Elementary and Secondary Educati (DESE) collects MSGP scores in ELA and Mathematics. In the Spri of 2013, SVTHS ranked second in ELA and thirty-seventh Mathematics among the 353 schools for whom the DESE report tenth-grade growth scores. In response to these extraordin achievements SVTHS was recognized as a "Dream School" by Boston Globe in September of 2013.

Curriculum Revision:
In compliance with course-content changes promulgated by Massachusetts Common Core Curriculum and in anticipation specific modifications in state-mandated testing aligned with th changes, SVTHS implemented College-Preparatory (CP) Grad Algebra 1 courses at three developmental levels in the Fall of 20 SVTHS will also implement CP Grade-10 Geometry at three lev and CP Grade-11 Algebra 2 at two levels in the Fall of 2014.

The ELA curriculum has been revised to include a grea emphasis on persuasive writing in response to informational text. parallel fashion, the Social Studies Department has implemented strong writing-across-the-curriculum component that requi persuasive written response to primary-source and other documer

Staff:

ıe Fall of 2013, Katherine Marshall and Jessica Brierley joined ıS' English Department. Mrs. Brierley is a third-year teacher who iously taught at Keefe Technical High School. Ms. Marshall is a ıt graduate of Roger Williams University. Providing additional ıgth to an already formidable academic faculty, Max Reich and Brierley joined the Mathematics Departments. Mr. Reich, a :h-year teacher, arrived via Lower Cape Cod Technical High ıol, and Mr. Brierley is a second-year professional who previously ht at Keefe Technical High School.

mer School:

ıe summer of 2013, the SVTHS Summer Program enrolled 98 ents from ten surrounding school systems in 22 courses offered :udents in grades 7-10. All courses were on-site, face-to-face ings that provided the frequency and depth of teacher action necessary and predictable for students attempting (a) to ver credit for courses that they previously failed, or (b) to earn ge-Preparatory credit by upgrading courses in which they were lled during the regular school year. Individuals seeking mer-school information should contact Mr. Kevin Bloom, mer Coordinator, at 978-671-3631.

nology Improvements:

component of a thoughtfully-planned capital-budget process pays close attention to academic resources and evolving needs, installation of ceiling-mounted LED projectors, interactive white ds, and mimio technology continued throughout the building.

s and Organizations

ses:

ıinating a yearlong series of successful social events and raisers, each of the four classes held memorable formal and -formal events. Under the direction of their advisor, Marygrace ari, the senior class planned and enjoyed an elegant senior prom e Danversport Yacht Club. Junior-class advisors Jay Tildsley and Bendel held a gala prom at the Crestview in Woburn. The ıomore class, advised by Angela Caira and Celeste Joudrey, borated with the Freshman class, advised by Stacy LaBella and erine Peterson, on the annual Spring Fling semiformal, which held at the school.

he Fourteenth Annual Shawsheen Turkey Bowl—the much ipated flag-football game between the junior and senior girls—once again a successful holiday event, which raised donations of and food for the Billerica Food Pantry. And once again, the s of 2014 earned bragging rights for the next school year.

ary Magazine:

the sixth consecutive year, Shawsheen's literary magazine, *blings*, received awards for excellence by a major educational nization—including the New England Scholastic Press Association (NESPA) affiliated with Boston University's College of Communication, the National Council of Teachers of English, and the Columbia University Scholastic Press Association. These distinguished awards recognize the special talents of the SVTHS students who supplied the content and designed the layout of the annual publication under the supervision of Ms. Stacy LaBella of the English Department and Mr. Doug Michaud of the Technical Illustration/Commercial Art shop.

School Newspaper:

In a model school-wide collaborative effort, Ms. Kerry O'Brien of the English Department, Mr. Michael Azevedo of the Design and Visual Communication Shop, and Mr. Tom Struthers of the Graphics Art shop produced six editions of the *Rampage* that presented the school year's major events in artistic design and thoughtful narrative.

National Honor Society:

Under the advisorship of Mrs. Gail Poulten of the English Department, the SVTHS chapter of the National Honor Society inducted 34 eleventh and twelfth graders in March of 2012. Middlesex County Sheriff Peter Koutoujian was the guest speaker at the induction ceremony. Throughout the year, members of the Honor Society thoughtfully and enthusiastically participated in a broad array of community service, and they travelled to Newport, R.I., Salem, MA, and the Museum of Science to visit cultural and historic sites.

Student Council:

The Student Council continued its energetic paper-recycling program throughout the year under the direction of faculty advisor Ms. Ellen Mountain. In 2013, Ms. Mountain continued the Council's recently-expanded efforts to recycle plastic, toner cartridges, cell phones, and sneakers. In addition, the Council sponsored fundraisers for the American Cancer Society, local animal shelters, and other noteworthy causes.

The Traveling Rams:

Throughout the year, Ms. Sciacca and her enthusiastic globe trotters raised funds in anticipation of their Spring 2014 trip to Italy. Interested world travelers or their parents should contact Ms. Sciacca at 978-667-2111x577 or ksciacca@shawsheen.tec.ma.us.

Oratory Club:

Coached by faculty advisor Kristin Sciacca of the English Department, club members sent three contestants to the Voice of Democracy national championship and two students to SkillsUSA competition. The club's most skilled orator, Kaitlyn Gordon, captured first-place awards at the club, zone, and district levels of the Lions Club Championship to eventually place at the state level.

Robotics Club:

In 2013, the Robotics Club grew to over 30 members under the expert advisorship of Mr. Paul Blanchette of the Electronics Shop and changed league affiliation—moving to VEX from FTC competition.

The new league, which consists of an increased number of participant teams, sponsors many more competitions than did the earlier affiliation. The Rams entered four competitions and returned home with diverse accolades. They received the Sportsmanship Award at Boston University and the first-place award for Creative Design as well as the Energy Award at Pembroke Academy in New Hampshire. Shawsheen captured second place in the annual Trebuchet contest, also held in New Hampshire, against teams from throughout New England. The Rams returned to Massachusetts to capture a Best Modern Design award at the annual Higgins Museum Trebuchet Tournament in Worcester—an impressive finish against a host of post-secondary competitors including Plymouth State College. The team concluded its season in national competition at the Verizon Arena in Manchester, New Hampshire. Two team members participated at the SkillsUSA competition for mobile robotics and captured the bronze medal for their creative efforts.

Mathematics Club and Science Club:
The Mathematics Club, advised by Mrs. Debra Dew of the Mathematics Department, and the Science Club, advised by Mrs. Angel Hardy of the Science Department, continued to engage participants in co-curricular activities complementing their advanced study of those disciplines. The Mathematics Club practiced for and participated in not only a series of competitions hosted by district schools but also a special invitational competition sponsored and hosted by Worcester Polytechnic Institute. The Science Club participated in after-school activities that broadened participants' understanding of scientific theory and applications.

Outdoor Club and Ski Club.
Introduced in 2010 to SVTHS to fill the conspicuous void in recreational, extra-curricular options, the Outdoor Club and the Ski Club enjoyed immediate and broad popularity. Throughout three New England seasons, the Outdoor Club, advised by Jessica Cook of the Social Studies Department, planned six overnight climbs of Mount Washington in New Hampshire. The Ski Club, co-advised by Kelly McFadden of the Guidance Department and Doug Michaud of the Technical Illustration Shop, planned a series of after-school ski trips to the Nashoba Valley Ski Area in Westford, MA. Interested mountain climbers should contact Ms. Cook at jcook@shawsheen.tec.ma.us, and interested skiers or boarders of any experience level should contact Mr. William Lannon, the club's new advisor, at wlannon@shawsheen.tec.ma.us.

Parent Advisory Council:
The SVTHS Parent Advisory Council under the direction of its faculty advisor, Mr. Ronald Fusco, and its co-chairs, JoAnn Brace and Cathy Carlin, sponsored another successful all-night graduation party—which, throughout the years, has kept the newest Rams alums safe and entertained during the night following the commencement ceremony. Parents interested in assisting with this year's traditional fete should contact party chair Linda Tedford (.lindatedford@verizon.net).

Alumni Association:
Under the direction of its Planning Committee and faculty advis
Mrs. Gail Poulten, the Alumni Association vetted nominatic
selected honorees, and hosted an Alumni Hall-of-Fame induction
the Tewksbury Country Club Any SVTHS alumni interested
planning future events with Mrs. Poulten should contact her
gpoulten@shawsheen.tec.ma.us or
Mr. Jaason Tildsley at jtildsley@shawsheen.tec.ma.us.

Support Services

The SVTHS Support Services Department services the secc
largest population of students with special needs in Vocatio
Education within Massachusetts, approximately 355 students a
comprising about 26.1% of our student body. The most frequer
occurring area of need is the category of Specific Learning Disabi
which reflects that many students have a history of acade
difficulties upon their arrival at Shawsheen. Nevertheless, SVTHS
had a strong graduation rate of this group of students with 96.2%
seniors graduating in June, 2013, among the highest of any h
school in Massachusetts. This compares to a state average of 68.
percent for special needs students.

Shawsheen's special education students also demonstra
outstanding success on the spring, 2013 MCAS examinations. Th
results have occurred as a result of a "team" effort on the part
Academic, Vocational/Technical, and Support Services staff
address the needs of our special education population. The rate
special education students who attained either Advanced
Proficient MCAS scores was extremely high on each of the th
examinations: English Language Arts (96%), Mathematics (63%), a
Biology (73%). These percentages are all improvements from
previous year.

On August 6, 2013, SVTHS received results of the DESE Mid-C
Coordinated Program Review which was conducted during the 20
13 academic year. This procedural audit is more limited than
comprehensive audit which occurs every 6 years. In the mid-c
review, 7 programmatic elements were examined. SVTHS
judged to be in full implementation for 5 of the elements anc
partial implementation for 2 of the elements.

The two (2) elements identified for improvement involve
following:

1) Providing 2 complete copies to parents of propo
Individualized Educational Plans (IEP's). They will
expected to sign and return one of the copies. P
practice was to send one complete copy and only
additional copy of the signature pages to be returnec
the District.

2) Develop a tracking and oversight system for those pare
who decide to revoke their student's special educa

services. This procedure was requested even though SVTHS had yet to encounter this situation.

ogress reports will be submitted to DESE on improvement in two areas on October 11, 2013 and January 24, 2014.

etics

ne three seasons comprising the 2013 athletic year were orable and unique for Shawsheen Athletics. Over 450 sheen students participated in interscholastic athletics, earning eague championships and five state vocational titles.

ne overall winning percentage of the varsity teams ranked ng the highest in school history. Thirteen teams, in fact, fied for post-season play. Dozens of students were honored All Star recognition by the Commonwealth Athletic Conference the *Lowell Sun*. Wrestler Dustin Thibeault was a Division 1 North onal Champion.

or an unprecedented eleven out of the last twelve years, SVTHS ed the Markham Award from the *Boston Globe* in recognition of atus as the most outstanding vocational technical high school tic program in Massachusetts. The award is a reflection of the mitment and talent of all those associated with the SVTHS tic program.

munity Services

lt Evening School:

Adult Evening School offered a wide variety of tional/technical courses for adults interested in expanding their wledge and skills. Courses are offered during both the fall and er semesters, with enrollment exceeding five hundred adult ers during the past year. Interested residents should contact Russ Eckel, Workforce Development and Community Services rdinator, at (978) 671-3788 for information and/or a brochure.

***erica House of Correction*:**

Billerica House of Correction's (BHOC) Education Director leads prison education initiatives beyond the already established ary arts program. SVTHS continues to collaborate through kforce Development and Community Services Coordinator, Russ l, with BHOC to expand its educational goals to inmates. SVTHS s forward to maintaining its relationship with BHOC by providing nical assistance and end-of-course assessment services that will ate inmate achievement of course objectives.

rans Training Program:

ve area veterans participated in an intensive machining training ram in March of 2013 leading to employment with local ufacturing companies. This program was offered through the t Education program in partnership with the Massachusetts ufacturing Extension Partnership. Modeled after similar veterans training programs, this important job training initiative will likely be replicated in the coming year.

Advanced Manufacturing Training:

The Shawsheen Technical Institute (STI) is now an active member of the recently formed Northeast Advanced Manufacturing Consortia, a coalition of workforce development and educational providers working to train the next generation of employees for the advanced manufacturing sector in the Merrimack Valley and the North Shore. The Consortia was recently awarded a grant from the Commonwealth Corporation to provide extensive training in machining and electronics technology for seventy-five qualified adult students between 2013 and 2015. STI has taken the lead along with Greater Lowell RVTHS and Middlesex CC in the first round of training which began in the fall of 2013. This innovative collaborative training program will benefit qualified job seekers and manufacturing companies for years to come.

Job Training for the Most in Need:

The Shawsheen Technical Institute is currently providing a small but motivated group of needy adults lacking permanent housing with intensive training in welding and electronics technology toward the goal of facilitating successful re-entry into the labor market. This program is organized and administered by Community Teamwork Inc., and is currently funded by a grant from a private foundation. This program could be a pilot for a larger job training initiative serving adults with limited work experience or job skills.

***Middlesex Community College*:**

SVTHS continued its partnership with the Hospitality Management Department of Middlesex Community College to deliver four courses at SVTHS as part of the requirements for its Culinary Arts Certificate or Associates in Science Degree option. Student enrollment was strong in 2012 and the program received exemplary student evaluations. Discussions to expand technical course offerings are currently being explored by the MCC Hospitality Dean and SVTHS Workforce Development and Community Services Coordinator, Mr. Russ Eckel.

***School of Practical Nursing*:**

The 2012-2013 year graduated 39 Practical Nurses (PN). Since its inception, a total of 638 students have successfully continued on to a rewarding career as Licensed Practical Nurses. This intense ten-month program offers a combination of evening and weekend coursework and clinical externship experiences. Preparation for the state LPN exam is also included. Residents interested in applying to the PN program are urged to contact the Director of the School of Practical Nursing, Ms. Patricia Noonan, at (978) 671-3646.

***Project Explore*:**

Nearly 425 middle-school students from the District participated in after-school career awareness activities during the 2013 winter semester. Students explored a variety of career path options. This program is coordinated with area middle school guidance

counselors. The program is free of charge. Busing is provided by SVTHS. For registration materials or general information, interested residents should contact Ms. Jobee O'Sullivan at 978-671-3612.

Swim Program:
SVTHS energetically continued its water aerobics, lap swim, parent-and-me swim class and swim lessons during the 2012-2013 year. The Shawsheen pool also continues to serve as the home site for interscholastic high-school swim teams from Billerica, Bedford and Burlington public schools. Individuals seeking swim program information should contact Ms. Jill Branley, Aquatic Director, at (978) 671-3699.

Computer Services

During the 2013 year, Computer Services completed all DESE data collection requirements. These reports included SIMS (Student Information Management System) data, EPIMS (Education Personnel Information Management System) data, SCS (Student Course Schedule) data, SSDR (School Safety and Discipline Report) data, the Annual Technology Report data, and the VTCTS (Vocational Technical Competency Tracking System) data. In addition to these required state reports, Shawsheen submitted the results of a district Technology Readiness Survey mandated by PARCC. The purpose of this report is to identify the status of school districts participating in online assessment in 2014.

In the fall, Computer Services added the current ninth-grade population (class of 2017) to the Parent Access Manager System, bringing parent participation to approximately 86 percent. The Parent Access Manager allows parents to view up-to-date information on their children in the areas of attendance, grades, Rankbook, schedules and discipline information. Parents can also view the teacher's iPass Rankbook which includes more detail on the students' progress.

After assessing the district's current Student Information System (iPass), it has been determined a new system would be beneficial. Computer Services will be implementing a new SIS/LMS (Student Information System / Learning Management System) for making informed data decision through data collection. The new integrated system will provide enhanced features to our users while improving overall efficiency of data flow within the district. The delivery of data directly to its users provides immense educational support. Teaching staff can make data-driven decisions with real time information which will improve the instructional practice and result in improved student outcomes. The district will implement a new SIS by the end of 2013-14 school year and begin migrating data throughout the summer. Initial staff training will be conducted by June and professional development will continue for the start of the new school year.

As part of Computer Services five-year Computer Replacemer Plan, computer labs in Graphics, Drafting, Internet, and Busine Tech all received upgrades with the latest computer models durir the Summer of 2013. One of the Internet labs was reconfigured, we go forward in expanding our IT shop to include Programmir and Web Design.

Computer Services continues to maintain its virtualized serv solution to run a more energy efficient infrastructure. A SAN Storac upgrade solution was installed in August 2013. This replaced a fi year old Hitachi SMS 100 unit and as a result, we were able double our Server disk space. VMware, the software that runs o virtual environment, was upgraded to VSphere 5.1.

In 2012, Wireless network infrastructure was implemented with the building. In order to transition our staff towards a more mobi workforce, the Social Studies Teachers were provided with 8 laptor as computer replacements for their desktops as part of our five-ye Computer Replacement Plan. Also, a laptop cart with 15 laptor was purchased for the English Department as a pilot for futu mobile computer labs.

In July of 2013, with our ever increasing need for netwo bandwidth, our secondary Internet Service Provider was upgrade from AT&T's T1 line speed of 1.5 MB/second to a dedicated fib solution provided by Comcast where our speed has increased to MB/second. Also, in order to provide our students with the latest industry technology standards, Computer Services upgrade software packages in Drafting, Dental, Machine Shop, Business Tec and Automotive.

Guidance

Admissions:
Applications once again exceeded 600 for 350 seats in the class 2017. This year, presentations occurred in all the Billeric Wilmington, Tewksbury, Bedford and Burlington middle schoo Students, parents and community members were invited to even on site including the Community Open House on November 3rd ar the 8th Grade Career Night in January.

9th Grade Orientation:
The Class of 2017 participated in SVTHS 9th grade orientatic program, Fresh Start. This exceptional program gave new studen an opportunity to meet each other and become familiar with t school, its programs and staff through an interactive and fun day events. Since the Guidance Department implemented the freshm transition program in 2006 with the support of the superintende and school committee, attendance has continued to improve ar withdrawals have decreased substantially. A mentoring program help with transition was implemented using the same stude leaders who helped deliver the orientation day.

lege and Career Planning:

wsheen students continue to expand their options and ıortunities after graduation. Studies conducted this year show a wing trend for SVTHS students to attend and retain at 4-year eges and universities. In addition, SVTHS met federal benchmarks year for graduates in all programs. This included positive :ement in employment, college and military careers. SVTHS ered preparatory programs for both Accuplacer and SAT college ms. Over 75% of the senior class participated in one or the other. HS continues to offer a foreign language to students pursuing ege programs that have this requirement. The course is offered r school and evenings. Last year's college fair hosted over 70 eges, universities, technical schools, military representatives and ncial institutions. There were over 300 attendees and each ived a copy of our annual College & Career Planning Guide. re was a special education workshop facilitated by Dr. Scott arding college information. All senior guidance counselors were nand to answer any questions our students or parents had.

olarships and Awards:

HS students were awarded over $112,400 in scholarship funds. anda Angelo, a health assisting student, received the ssachusetts Association of Vocational Administrators Outstanding ational/Technical Student of the Year Award presented to her at hanics Hall in Worcester.

perative Education Program:

perative education built momentum this fall with many of the ational/technical programs increasing cooperative education cement by 50% or more. The trend continues as the Placement ce had 198 seniors out on co-op positions and 90 juniors out on op at the end of June, 2013.

dent Health:

HS complied with the state mandate to conduct BMI testing on 10^{th} graders.

ool Council

An important agency of school governance, the 2012-2013 HS School Council, was made up of parents Susan Berry, Dawn ff and Gayle Razzaboni from Billerica; community members Bob ott of Billerica and Jean Perry and Cosmo Ciccariello of lington; two SVTHS students, Jennie Galante and John Robinson; faculty members Robert Roach and Jason Tildsley. Until his rement in December, the Council was co-chaired by Dr. Robert ningham, Assistant Superintendent-Director/Principal. Dr. ningham was succeeded in that role by Shawsheen's new cipal, Dr. Robert J. Kanellas. The three primary functions of the ol council are to meet with the Superintendent-Director when presents the school budget, make additions and revisions to the HS Student Handbook, and develop the annual School rovement Plan.

Vocational/Technical Programs

Skills USA:

Skills USA is a national non-profit organization preparing students for careers in trade, technology, and skilled-service occupations. SVTHS earned an unprecedented seventy-six (76) medals at the 2013 district competition and twenty-six (26) medals at the state competition, including three gold medals. Three students represented Massachusetts at the National competition in Kansas City, Missouri. Graphic Communication student Bryan Young finished fifth in his competition and the Electronics team of Adam Rovinelli and Caitlin Kelley placed in the top twenty for their performance in mechatronics.

National Accreditation:

SVTHS has twenty vocational programs, eight of which are nationally accredited by their respective industries. The programs include: Automotive Technology; Auto Collision; Machine Technology; Metal Fabrication; Culinary Arts; Graphic Communication; Drafting Technology; and Heating, Ventilation, Air Conditioning, and Refrigeration.

Transportation Cluster

Auto Collision:

The Auto Collision program maintains its high standards and quality of outstanding work with a plethora of automobiles in need of body work for individuals throughout the District. During the school year, students worked on numerous automobiles, including fire and police vehicles from the Tewksbury Fire Department and the Massachusetts State Police. The program successfully attained reaccreditation in all four areas with the National Automotive Technicians Education Foundation (NATEF) and Automotive Services Excellence (ASE). The students continue to participate in the National Automotive Technicians Education Foundation (NATEF) and the Automotive Service Excellence (ASE) end of the year testing. Two students were recognized at the SkillsUSA regional competition, winning a gold medal in Refinishing and a gold medal in Collision Repair.

Automotive Technology:

The Automotive Program continues to perform countless tasks in becoming proficient in standards from the State framework by repairing vehicles from within the Shawsheen Community. Ten (10) Automotive Technology upperclassmen took part in the Ford AAA Auto Skills Competition. A large percentage of the upperclassmen also received student certificates from ASE Student Certification and ASE Refrigerant Recovery Programs. The Automotive Technology students participated in several post-secondary career days and industry field trips, exposing them to career opportunities and new technologies in the industry. These field experiences included trips to Massachusetts Bay Community College, Universal Technical Institute, New England Institute of Technology, and Benjamin Franklin Institute of Technology. Through the capital budget process the Program acquired a new Ammco Brake lathe.

Health Cluster

Medical Lab Assisting:
Medical Lab Assisting completed another successful year with their Grade 9 Exploratory program, as well as the addition of their first senior class. The program has a robust new senior curriculum for shop which includes Nutrition, Microbiology and Medical Law and Ethics. Additionally, the program continues to build its partnerships for cooperative education opportunities and has placed a number of students in medical offices and phlebotomy labs.

Health Assisting:
Health Assisting successfully certified 25 students via the Department of Public Health as CNA's (Certified Nursing Assistants). The program continues to maintain solid relationships with area nursing homes and clinical sites for student on-site practice. Partnerships include Tewksbury Hospital, Lahey Clinic, Sunny Acres Nursing and Rehabilitation Center, Concord Health Care and Rehabilitation Center and Woodbriar.

Dental Assisting:
Dental Assisting successfully completed their second year of Grade 9 Exploratory. The program was oversubscribed with first choice students. Dental Assisting welcomed a third instructor as well that comes to Shawsheen Valley Technical High School with both advanced teaching and industry experience.

Services Cluster

Culinary Arts:
The Culinary Arts program completed its five year evaluation and renewal of their national shop accreditation with the American Culinary Federation. The ACF evaluates the curriculum, equipment and staff standards. The program scored in the top 2% in the state and the ACF recommended other districts use Shawsheen's program as a guide for a model program. Culinary Arts maintains articulation agreements with Central Maine College, Lincoln Institute of Hartford, Middlesex Community College and Cambridge Culinary Institute. Numerous guest speakers from all aspects of the trade have presented to the seniors with regard to industry expectations. The restaurant and bakery continue to serve the public daily with continued high volume of guests.

Cosmetology:
The Cosmetology students served hundreds of patrons from the community in the on-site student clinic that continues to provide the training requisite for student success in the trade. In addition to serving the local community, the students provided community service to local senior centers and assisted-living communities. Catherine Hinds Institute of Esthetics welcomed SVTHS students back this year for tours of their facility and a complimentary service in order to broaden the student interest in pursuing licenses in related fields. Elizabeth Grady, another skin-care institute, offered complimentary services to junior and senior students. One-hundred percent of SVTHS Cosmetology students participated in SkillsUSA All 18 senior Cosmetology students graduated with a Massachusett Class 1 Cosmetology license and 12 were successfully placed on co op within the school year.

Construction Cluster

Carpentry; Plumbing; Electrical; Heating, Ventilation, Air conditioning & Refrigeration and Masonry:
Providing authentic learning opportunities for the constructio students continues to be paramount in delivering real-worl instruction for all five programs. One of these community project that provided the implementation of work-based learning was th completion of the final phase of the Burlington Marion Taver Farmhouse. This project presented both renovation and ne construction and covered all aspects of the construction trade creating circumstances to encompass many standards of the stat frameworks (i.e., solving problems using critical thinkin demonstrate willingness to learn and further develop skills). Th construction of the 77' x 36' Soccer Field House is another exampl of the collaborative efforts of the Construction Cluster. This two year in-house project will integrate real and relevant opportunitie for students to learn their craft in a controlled environment. Due t the tragic loss of Masonry Instructor Ralph Carrozza, James Bonit was hired in January to continue the tradition of preparing studen to work at a high level after graduation.

Arts and Communication Cluster

Office Technology:
The Office Technology program is in the third year of utilizing i Microsoft Testing Lab. Through this testing lab, students have th opportunity throughout the school year to certify in Microsc applications that are industry based, enhancing their employabili skills. The utilization of this lab is reflected in a 61% job placeme of the program's seniors. Along with strong co-op placement, te (10) sophomores have already achieved their PowerPoi certification. The junior class is currently working towards their Exc certification. These certifications not only provide valuable skills b give the students a high level of confidence as they prepare for th next step in their career path. The Business Technology program w look to provide certifications in QuickBooks and Dreamweaver well. These certifications will continue to enhance the developme of students into highly productive professionals in today's ev changing business world.

Informational Support Services & Networking:
Last year the Informational Support Services and Networki program developed a new partnership with Plum Choice. One of t principle employees at this company is a graduate of Shawshee From this partnership six seniors were hired. Additionally th program began a training program to prepare students to becor certified as a Microsoft Technical Associate in Operating Systems v an examination. Thirty-three students obtained certificates. T

gram also had two seniors obtain their MTA certificate in working as well. The program is in the process of adding a gramming and Web component to augment the current iculum and offer students more opportunity in the technology d.

ign & Visual Communications:

Design & Visual Communications program had a very ductive year in 2013 with a few DVC firsts. Students acted as igners in many real world community projects for schools, town ernments, and non-profit organizations. Students within the DVC gram played a key role in conceptualizing and developing fessional level corporate identity packages and supporting ateral information for these organizations. Examples include: the rimack Valley Superintendents Association Academic Scholars heon, Billerica Sweetheart Dance, and MAVA, to name a few. nty-three DVC students where accepted to many private and lic colleges with a DVC first. Two students were accepted to The ert School and the California College of the Arts. One DVC lent has proudly joined the Air National Guard. Other schools accepted our students were: Mass Art, UMass/Dartmouth, olk University, Lasell College, The Art Institute of Boston-Lesley versity, Maine College of Art, Northern Essex Community College, ichester Community College, Becker College, Southern New mpshire University, Rivier College, Mount Ida College, New mpshire Institute of Art, Middlesex Community College, ntserrat College of Art, Wentworth Institute of Technology, nols College, Colby Sawyer College, UMass/Amherst, and ITT nnical Institute. Several students secured Co-op positions with ous employers including iRobot, & Real School of Music.

phic Communications:

Graphics program enjoyed a year of great success in the sroom and in its community partnerships. Graphics produced a rd number of live jobs for schools, town governments, and profit organizations. Through these endeavors, students had an llent opportunity to experience the real-world pressures and ards of working in a printing company. The program received a onal award for its production of Ramblings, the student literary agazine. The program also expanded its curriculum to include itional vinyl graphics and sign-making capabilities, which has ned new avenues for student cooperative education placements.

tro/Mechanical Cluster

fting:

ng the school year the Drafting Program provided help with nerous drawing projects in support of the Construction Cluster, ufacturing projects, and the Maintenance department. An mple of one of these work-based projects includes generating a nkler head map, dimensionally locating all the sprinkler heads at front entrance of the school and on all of SVTHS athletic fields. Drafting Program also was the lead in creating a design for a able stop sign for the Burlington Police Department, and the designing of a library book-drop box for the Wilmington Public Library. Through the capital budget process, the Drafting Program was able to procure Solidworks software. Solidworks is an industry-leader, design and drafting tool that is highly sought after on the drafting market. A Drafting student received a Bronze medal at the SkillsUSA State Competition for Architectural Drafting.

Electronics:

The Electronics Program has moved forward with great success in training and certifying students to the J-STD-001E IPC Standard. Eight seniors successfully passed the Application Specialist course and received an official certificate from IPC. The Electronics Program had 89 percent of its seniors out on co-operative placement. A number of students participated in SkillsUSA with the Shawsheen Electronics Program competing at the Nationals in Kansas City for Mechatronics. The Department took the first step in introducing the Seven-Step Design Process used by industrial engineers. The Design Process includes brainstorming, troubleshooting and analyzing problems.

Machine Tool Technology:

This has been another great year for Machine Tool Technology. The Program was able to recruit a full shop of freshmen who selected this shop as their first choice. This is the second consecutive year that the Program successfully recruited eighteen first-choice students. The latest version of Mastercam X7 has been installed on all thirty (30) of the Program's computers. This year's junior class had a great accomplishment by winning first place at the Lean Manufacturing Competition at the Eastec Tool Show, and being awarded a check for $1,000 for the Machine Tool Technology Program. This project was made possible by two of the shop advisors – C.R. Machine and Spincraft – along with instructor Lawrence Retelle as the lead. Through the capital budget process, 20-HAAS Control Simulator Modules (CSMD) with dual software – mill and lathe – will be ordered for the classroom to be used by the students to gain an understanding of how these machines work. Co-operative placement numbers continue to be strong. The members of the Advisory Board are active and the number of members continues to grow.

Metal Fabrication and Joining Technologies:

Metal Fabrication has worked on various welding and sheet metal projects that supported multiple school clusters and the community at large. This work included duct work for the new related room; new ramps for Auto Collision; a stool repair for the Middlesex House of Correction in Billerica; stop sign stands for the Burlington Police Department; metal building repairs for the Town of Billerica; and assisted in the new soccer field house construction. For the second consecutive year, SVTHS hosted the Annual Open House for the Boston Chapter of the American Welding Society (AWS). Through the capital budget process, the Program purchased two new swing-arm ventilation hoods and two new state-of-the-art welding machines. MITRE Corporation donated various pieces of equipment to our Program, including a four-foot hydraulic press brake, a large

capacity box and pan brake, and a vertical band saw. Mr. Patrick Ryan was hired, bringing a strong welding component to the Program.

Conclusion and Acknowledgement

The SVTHS Committee, staff, and students gratefully appreciate the support that they receive from the residents of the five-member District. The SVTHS family especially acknowledges the continued financial support of the local town managers, finance committees, and town meetings, who collectively ensure and perpetuate the highest quality in vocational technical training opportunities for area youth.

The District is grateful for the significant contributions provided by SVTHS staff and employees and acknowledges the many contributions of the SVTHS staff who retired during 2013. Those retirees are: Frank Botte, Computer Science & Internet Technology; Robert Cunningham, Assistant Superintendent-Director/Principal; James DeLuca, Science; Richard Flynn, Automotive; Robert McNally, School Psychologist; Gail Poulten, English; and Linda Swasey, Business Technology.

TOWN ACCOUNTANT AND FINANCIAL REPORT

The Town of Burlington's Accounting Office is responsible for a financial record keeping pertaining to the receipts and expenditure of the Town of Burlington. This includes preparing both period and annual financial statements, overseeing and participating in th posting of weekly warrants in ledger, and maintaining budgeta records. The Accounting Office assists Town officials in monitorin the Town's financial condition, notifies departments of expenditure and account balances on a monthly basis, and make recommendations to approve the Town's financial health.

To ensure that all of its accounting entries to the financial record of the Town are made in accordance with generally accepte accounting principles, the Accounting Office employs Massachuset General Law, the Town of Burlington by-laws, the Massachuset Department of Revenue Uniform Municipal Accounting System, ar the Governmental Accounting Standards Board regulations. Thes financial controls are a vital tool for safeguarding taxpayers' dollars.

The Town Accountant is required to examine the books ar accounts of all officers and committees entrusted with the receip custody of expenditure of funds, and all original bills and vouche that have been or may be paid from the Town Treasury.

As we strive to be a fiscally responsible community, the Town Burlington has developed a goal of having its reserves compromise of stabilization funds, free cash, and excess levy capacity, equal 10% of the operating budget expenditures. We will continue to c our best to reach this goal as we prepare the Town's annual budge As it stands today, our reserve accounts are as follows:

- Stabilization fund balance: $5,956,250
- Certified Free Cash: $9, 021, 382
- Excess Levy Capacity: $3,281,767

The Accounting Office is also responsible for the management of i annual audit. The following pages are a copy of the Town's audite financial statements prepared by our independent auditors for th fiscal year ending on June 30, 2013.

Respectfully submitted,

Paul F. Sagarino, Jr.
Town Accountant

TOWN OF BURLINGTON
REPORT ON EXAMINATION OF BASIC FINANCIAL STATEMENTS

FISCAL YEAR ENDED JUNE 30, 2013

TOWN OF BURLINGTON, MASSACHUSETTS

REPORT ON EXAMINATION OF BASIC FINANCIAL STATEMENTS

JUNE 30, 2013

TABLE OF CONTENTS

Independent Auditor's Report 1
Management's Discussion and Analysis 3
Basic Financial Statements 12
- Statement of net position 13
- Statement of activities 14
- Governmental funds – balance sheet 16
- Reconciliation of the governmental balance sheet total fund balances to statement of net position 17
- Governmental funds – statement of revenues, expenditures, and changes in fund balances 18
- Reconciliation of the statement of revenues, expenditures, and changes in fund balances of governmental funds to the statement of activities 19
- Proprietary funds – statement of net position 20
- Proprietary funds – statement of revenues, expenses and changes in fund net position 21
- Proprietary funds – statement of cash flows 22
- Fiduciary funds – statement of fiduciary net position 23
- Fiduciary funds – statement of changes in fiduciary net position 24
- Notes to basic financial statements 25

Required Supplementary Information 51
- Schedule of revenues, expenditures and changes in fund balance – general fund – budget and actual 52
- Retirement System Schedules of Funding Progress and Employer Contributions 54
 - Middlesex Retirement System schedule of funding progress 55
 - Middlesex Retirement System schedule of employer contributions 56
- Other Postemployment Benefits Plan Schedules 57
 - Other postemployment benefit plan funding progress 58
 - Other postemployment benefit plan actuarial methods and assumptions 59
- Notes to required supplementary information 60

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Independent Auditor's Report

To the Honorable Board of Selectmen
Town of Burlington, Massachusetts

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Burlington, Massachusetts, as of and for the fiscal year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Burlington, Massachusetts, as of June 30, 2013, and the respective changes in financial position and, where applicable, cash flows thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financials statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards,* we have also issued our report dated November 25, 2013, on our consideration of the Town of Burlington, Massachusetts' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town of Burlington, Massachusetts' internal control over financial reporting and compliance.

Powers & Sullivan, LLC

November 25, 2013

Management's Discussion and Analysis

Management's Discussion and Analysis

As management of the Town of Burlington, we offer readers of these financial statements this narrative overview and analysis of the financial activities for the fiscal year ended June 30, 2013. We encourage readers to consider the information presented in this report in conjunction with the Town's financial statements. All amounts, unless otherwise noted, are presented in whole dollars.

The Governmental Accounting Standards Board (GASB) is the authoritative standard setting body that provides guidance on how to prepare financial statements in conformity with generally accepted accounting principles (GAAP). Users of these financial statements (such as investors and rating agencies) rely on the GASB to establish consistent reporting standards for all governments in the United States. This consistent application is the only way users (including citizens, the media, legislators and others) can assess the financial condition of one government compared to others.

Financial Highlights

- The assets of the Town of Burlington's exceeded its liabilities at the close of the most recent fiscal year by $128.7 million (net position).
- Of this amount, 16% or $20.6 million (unrestricted net position) may be used to meet the government's on-going obligations to citizens and creditors.
- At the close of the current fiscal year, the Town's general fund reported an ending fund balance of $29.6 million. Total fund balance represents 23.9% of total general fund expenditures.
- The Town's total debt (short-term and long-term combined) was $63.5 million at year end, a net increase of $5.4 million during the current fiscal year.
- The Town's other postemployment employee benefit (OPEB) liability increased by $2.1 million.
- The Town made a contribution of $500,000 to the OPEB trust fund.
- The Town received $4.8 million in Massachusetts School Building Authority (MSBA) reimbursements for the Memorial Elementary School and Marshall Simonds Middle School.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Town of Burlington's basic financial statements. These basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. The government-wide financial statements provide both long-term and short-term information about the Town as a whole. The fund financial statements focus on the individual components of the Town government, reporting the Town's operations in more detail than the government-wide statements. Both presentations (government-wide and fund) allow the user to address relevant questions, broaden the basis of comparison and enhance the Town's accountability. An additional part of the basic financial statements are the notes to the financial statements. This report also contains other required supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements. The government-wide financial statements are designed to provide readers with a broad overview of finances in a manner similar to private sector business.

The statement of net position presents information on all assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position is improving or deteriorating.

The statement of activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of the related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (i.e. uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions that are primarily supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities include general government, public safety, education, public works, water and sewer, human services, culture and recreation, and interest.

Fund financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund statements focus on near-term inflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar info presented for governmental activities in the government-wide financial statements. By doing so readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Town of Burlington adopts an annual appropriated budget for its general fund. A budgetary comparison schedule has been provided for the general fund to demonstrate compliance with this budget. The budgetary comparison statement is presented as Required Supplementary Information after the notes to the financial statements.

Proprietary funds. The Town of Burlington maintains one proprietary fund.

Internal service funds are an accounting device used to accumulate and allocate costs internally among various functions. The Town uses internal service funds to account for health insurance activities and worker's compensation benefits. Because these services primarily benefit governmental rather than business-type activities, they have been included within governmental activities in the government-wide financial statements.

Fiduciary funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statement because the resources of those funds are not available to support the Town's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

Notes to the basic financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Financial Highlights. The following pages provide financial highlights of the government-wide financial statements for fiscal year 2013 in comparison to fiscal year 2012.

Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. The Town's assets exceeded liabilities by $128.7 million at the close of fiscal year 2013.

Net position of $106.8 million (83%) reflects its investment in capital assets (e.g., land, buildings, infrastructure, machinery, vehicles and equipment), less any related debt used to acquire those assets that are still outstanding. The Town uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the investment in its capital assets is reported net of its related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the Town's net position totaling $1.3 million (1%) represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position, $20.6 million (16%), may be used to meet the government's ongoing obligations to citizens and creditors.

At the end of the current fiscal year the Town is able to report positive balances in all three categories of net position.

The financial analysis of the Town's governmental activities is presented on the following pages.

Governmental Activities

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. For governmental activities, assets exceeded liabilities by $128.7 million at the close of fiscal year 2013.

	Governmental Activities	
	2013	2012
Assets:		
Current assets	$ 62,140,818	$ 55,037,985
Noncurrent assets (excluding capital)	3,179,630	4,272,309
Capital assets	163,062,887	151,525,645
Total assets	**228,383,335**	**210,835,939**
Liabilities:		
Current liabilities (excluding debt)	15,433,576	16,154,546
Noncurrent liabilities (excluding debt)	20,681,040	17,033,749
Current debt	13,434,923	5,151,490
Noncurrent debt	50,089,563	52,947,486
Total liabilities	**99,639,102**	**91,287,271**
Net Position:		
Capital assets net of related debt	106,844,287	96,639,005
Restricted	1,313,764	2,998,905
Unrestricted	20,586,182	19,910,758
Total net position	$ **128,744,233**	$ **119,548,668**

The governmental activities net position increased by $9.2 million during the current fiscal year. The increase in net position is primarily due to the receipt of capital grants $5.7 million, and better than anticipated revenue collections of approximately $3.4 million.

These positives were offset by an increase in the liability relating to GASB Statement #45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*. This requires the recognition of other postemployment benefits (OPEB) cost over a period that approximates employees' years of service and providing information about actuarial accrued liabilities associated with OPEB and whether and to what extent progress is being made in funding the plan. In fiscal year 2013 the Town, based on its actuarial valuation, increased its liability by $2.5 million over the prior fiscal year.

	Governmental Activities	
	2013	2012
Program revenues:		
Charges for services	$ 17,316,295	$ 17,357,081
Operating grants and contributions	20,362,729	19,797,276
Capital grants and contributions	5,714,298	18,489,036
General Revenues:		
Real estate and personal property taxes	87,525,940	83,728,004
Motor vehicle excise taxes	3,468,964	3,139,309
Nonrestricted grants	2,366,346	2,328,361
Unrestricted investment income	335,618	199,527
Gain/(loss) on the sale of capital assets	521,600	-
Other revenues	5,114,780	4,951,861
Total revenues	**142,726,570**	**149,990,455**
Expenses:		
General government	8,973,916	8,234,335
Public safety	21,329,943	19,886,936
Education	74,101,607	73,899,689
Public works	10,678,127	9,530,650
Water and sewer	9,250,784	9,226,171
Human services	2,124,869	2,090,245
Culture and recreation	5,154,268	5,085,224
Interest	1,917,491	1,223,790
Total expenses	**133,531,005**	**129,177,040**
Change in net position	$ **9,195,565**	$ **20,813,415**

Governmental expenses totaled $134 million of which $43.4 million was directly supported by program revenues consisting of charges for services, operating and capital grants and contributions. General revenues totaled $99.3 million, primarily coming from property taxes, excise taxes, hotel and meal tax, and grants not restricted to specific programs.

Charges for services represent about 40% of governmental program revenues. The Town can exercise more control over this category of revenue than any other. Fees charged for services rendered that are set by Town Meeting, the Board of Selectmen, Town boards and commissions and the Town Administrator are included in this category.

Operating and capital grants and contributions account for 60% of the governmental program revenues. Most of these resources apply to education and public works operations. These resources offset costs of the school and public works departments over and above the general fund operating budget.

Property taxes are the most significant revenue source for the Town's governmental activities. They comprise 61% of all revenues.

Other taxes comprise 2% of the governmental activity's revenues.

Education is the largest governmental activity of the Town. A total of $47.5 million was expended for education, of which $26.7 million was funded by program revenues. The remaining $20.8 million was funded by taxes and other revenue.

Public safety and public works are the second and third largest activities of the Town as $21.3 million and $10.7 million were expended, with $5.2 million funded through program revenues and $26.8 million funded through other revenue sources.

Financial Analysis of the Government's Funds

As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance related legal requirements.

Governmental funds. The focus of governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

At the end of the current fiscal year, the Town's governmental funds reported combined ending fund balances of $34.2 million, of which $29.6 million is related to the general fund, a deficit of $1.6 million related to school construction projects, $452 thousand related to the public works capital projects, and $5.7 million is related to nonmajor governmental funds.

The general fund is the chief operating fund of the Town of Burlington. At the end of the current fiscal year, unassigned fund balance of the general fund was $21.8 million while total fund balance was $29.6 million. As a measure of the general fund's liquidity, it may be useful to compare both unassigned fund balance and the total fund balance to total fund expenditures. Unassigned fund balance represents 17.6% of the total general fund expenditures, while total fund balance represents 23.9% of that same amount.

The general fund balance increased by $5.1 million during the current fiscal year. This was due to better than anticipated revenue collections, an increase in encumbrances, and the turn back of unexpended appropriation balances. The Town also maintains a stabilization fund, which has been classified within the unassigned general fund balance in the governmental funds financial statements to remain compliant with GASB 54. The stabilization fund has a year-end balance of $5.9 million which represents 4.8% of general fund expenditures. The funds can be used for general or capital purposes upon Town Meeting approval.

The school construction project fund is a capital project fund used to account for financial resources for the construction of the Memorial and Marshall Simonds Schools. At the end of the current fiscal year the fund had a deficit fund balance of $1.6 million. The deficit is due to construction costs that have not yet been reimbursed from the State. These funds are being funded by a combination of bonds and state grants.

The public works capital projects fund is used to account for financial resources for the construction, reconstruction, and improvements to roadways, streets, sidewalks, drainage, and other infrastructure. At the end of the current fiscal year the fund has a fund balance of $452 thousand. These projects are being funded by a combination of local revenues, grants and bonds.

General Fund Budgetary Highlights

The $2.2 million increase from the original budget of $116.7 million to the final budget of $119 million primarily consists of a $750 thousand transfer to the stabilization fund, $500 thousand contribution to the other postemployment benefit trust fund, and a $500 thousand transfer to the capital projects funds.

Capital Asset and Debt Administration

Major capital additions during the period included the Memorial and Middle School projects, water and sewer projects, and various infrastructure improvements.

In conjunction with the annual operating budget the Town annually prepares a capital budget for the upcoming fiscal year and a five year Capital Improvement Plan (CIP) that is used as a guide for future capital expenditures.

The Town has an "AA+" bond rating from Moody's Investors Service. The Town continues to maintain strong market access for both note and bond sales. At the end of the fiscal year the Town had total bonded debt outstanding of $54.2 million of which $29.4 million is related to school projects, $7.5 million is related to the water treatment facility, $1 million relates to the Town Hall remodeling, $2.4 million relates to road construction, and the balance of $13.9 million relates to other capital projects. The entire amount is classified as general obligation debt and is backed by the full faith and credit of the Town.

The Commonwealth of Massachusetts is obligated to provide school construction assistance for previously approved school projects. The assistance is paid annually to support the debt service payments over time. At June 30, 2013 the Town is scheduled to receive approximately $1.3 million of future reimbursements for approved construction costs.

Under a new reimbursement program, the MSBA offers a construction grant which pays the Town the State's share of approved school construction costs and therefore eliminates the need for the Town to fund the State's share through long-term debt. The Memorial Elementary School and Marshall Simonds Middle School projects are being funded by this grant program at eligible costs rates of 52.11% and 54.01%. During the fiscal year, approximately $4.8 million of such assistance was received for the Marshall Simonds School project. Approximately $1.8 million and $783 thousand of approved construction costs for the Memorial and Marshall Simonds Schools will be received in future fiscal years

Please refer to notes 4, 7, and 8 to the financial statements for further discussion of the major capital and debt activity.

Requests for Information

This financial report is designed to provide a general overview of the Town of Burlington's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Town Accountant, 29 Center Street, Burlington, MA 01803.

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Basic Financial Statements

STATEMENT OF NET POSITION

JUNE 30, 2013

	Primary Government
	Governmental Activities
ASSETS	
CURRENT:	
Cash and cash equivalents	$ 49,121,941
Investments	4,805,042
Receivables, net of allowance for uncollectibles:	
Real estate and personal property taxes	1,128,936
Tax liens	1,460,506
Motor vehicle excise taxes	246,714
Water and sewer fees	2,802,773
Departmental and other	170,520
Intergovernmental	1,598,127
Working capital deposit	714,417
Tax foreclosures	91,842
NONCURRENT:	
Intergovernmental	3,179,630
Capital assets:	
Nondepreciable	27,991,911
Depreciable (net of accumulated depreciation)	135,070,976
TOTAL ASSETS	228,383,335
LIABILITIES	
CURRENT:	
Warrants payable	3,454,819
Accrued payroll	3,729,875
Health claims payable	1,017,198
Tax refunds payable	1,525,000
Accrued interest	852,021
Other liabilities	1,331,280
Unearned revenue	107,209
Capital lease obligations	571,613
Compensated absences	2,398,000
Workers' compensation	385,000
Unamortized premiums on bonds payable	61,561
Notes payable	9,335,000
Bonds payable	4,099,923
NONCURRENT:	
Capital lease obligations	349,863
Compensated absences	3,269,000
Other Postemployement benefits	16,375,897
Unamortized premiums on bonds payable	686,280
Bonds payable	50,089,563
TOTAL LIABILITIES	99,639,102
NET POSITION	
Net investment in capital assets	106,844,287
Restricted for:	
Permanent funds:	
Expendable	634,691
Nonexpendable	107
Other purposes	678,966
Unrestricted	20,586,182
TOTAL NET POSITION	$ 128,744,233

See notes to basic financial statements.

STATEMENT OF ACTIVITIES

FISCAL YEAR ENDED JUNE 30, 2013

Functions/Programs	Expenses	Program Revenues: Charges for Services	Program Revenues: Operating Grants and Contributions	Program Revenues: Capital Grants and Contributions	Net (Expense) Revenue
Primary Government:					
Governmental Activities:					
General government	$ 8,973,916	$ 1,581,802	$ 7,500	$ -	$ (7,384,614)
Public safety	21,329,943	2,583,570	42,138	-	(18,704,235)
Education	74,101,607	2,871,218	19,923,850	3,777,146	(47,529,393)
Public works	10,678,127	432,909	169,492	1,937,152	(8,138,574)
Water and sewer	9,250,784	8,701,323	-	-	(549,461)
Human services	2,124,869	150,491	143,106	-	(1,831,272)
Culture and recreation	5,154,268	994,982	31,762	-	(4,127,524)
Interest	1,917,491	-	44,881	-	(1,872,610)
Total Primary Government	$ 133,531,005	$ 17,316,295	$ 20,362,729	$ 5,714,298	$ **(90,137,683)**

See notes to basic financial statements.

(Continued)

STATEMENT OF ACTIVITIES (Continued)

FISCAL YEAR ENDED JUNE 30, 2013

	Primary Government
	Governmental Activities
Changes in net position:	
Net (expense) revenue from previous page	$ **(90,137,683)**
General revenues:	
Real estate and personal property taxes, net of tax refunds payable	87,525,940
Tax liens	371,618
Motor vehicle excise taxes	3,468,964
Hotel, motel and meal tax	3,636,393
Penalties and interest on taxes	383,922
Payments in lieu of taxes	520,347
Grants and contributions not restricted to specific programs	2,366,346
Unrestricted investment income	335,618
Gain on sale of capital assets	521,600
Miscellaneous	202,500
Total general revenues and transfers	99,333,248
Change in net position	9,195,565
Net Position:	
Beginning of year	119,548,668
End of year	$ 128,744,233

(concluded)

GOVERNMENTAL FUNDS
BALANCE SHEET

JUNE 30, 2013

ASSETS	General	School Construction Projects	Public Works Capital Projects	Nonmajor Governmental Funds	Total Governmental Funds
Cash and cash equivalents	$ 32,155,810	$ 2,814,253	$ 4,201,751	$ 5,618,090	$ 44,789,904
Investments	4,541,459	-	-	263,583	4,805,042
Receivables, net of uncollectibles:					
Real estate and personal property taxes	1,128,936	-	-	-	1,128,936
Tax liens	1,460,506	-	-	-	1,460,506
Motor vehicle excise taxes	246,714	-	-	-	246,714
Water fees	967,822	-	-	-	967,822
Sewer fees	1,834,951	-	-	-	1,834,951
Departmental and other	170,520	-	-	-	170,520
Intergovernmental	1,259,000	2,540,741	-	978,016	4,777,757
Tax foreclosures	91,842	-	-	-	91,842
TOTAL ASSETS	$ 43,857,560	$ 5,354,994	$ 4,201,751	$ 6,859,689	$ 60,273,994
LIABILITIES AND FUND BALANCES					
LIABILITIES:					
Warrants payable	$ 1,371,740	$ 776,882	$ 629,879	$ 676,316	$ 3,454,817
Accrued payroll	3,728,610	-	-	1,265	3,729,875
Tax refunds payable	1,525,000	-	-	-	1,525,000
Other liabilities	575,777	-	284,884	-	860,661
Deferred and unearned revenues	7,016,346	-	-	174,268	7,190,614
Notes payable	-	6,200,000	2,835,000	300,000	9,335,000
TOTAL LIABILITIES	14,217,473	6,976,882	3,749,763	1,151,849	26,095,967
FUND BALANCES:					
Nonspendable	-	-	-	482,459	482,459
Restricted	-	-	451,988	5,227,569	5,679,557
Committed	2,635,593	-	-	-	2,635,593
Assigned	5,238,888	-	-	-	5,238,888
Unassigned	21,765,606	(1,621,888)	-	(2,188)	20,141,530
TOTAL FUND BALANCES	29,640,087	(1,621,888)	451,988	5,707,840	34,178,027
TOTAL LIABILITIES AND FUND BALANCES	$ 43,857,560	$ 5,354,994	$ 4,201,751	$ 6,859,689	$ 60,273,994

See notes to basic financial statements.

RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET TOTAL FUND BALANCES TO THE STATEMENT OF NET POSITION

JUNE 30, 2013

Total governmental fund balances		$ 34,178,027
Capital assets (net) used in governmental activities are not financial resources and, therefore, are not reported in the funds		163,062,887
Accounts receivable are not available to pay for current-period expenditures and, therefore, are deferred in the funds		7,083,405
Internal service funds are used by management to account for retirees' health insurance and workers' compensation activities.		
The assets and liabilities of the internal service funds are included in the governmental activities in the statement of net position		3,558,635
In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due		(852,021)
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the governmental funds		
Bonds and notes payable	(54,189,486)	
Unamortized premiums on bonds payable	(747,841)	
Capital lease obligations	(921,476)	
Workers compensation	(385,000)	
Compensated absences	(5,667,000)	
Other postemployment benefits	(16,375,897)	
Net effect of reporting long-term liabilities		(78,286,700)
Net position of governmental activities		$ 128,744,233

See notes to basic financial statements.

GOVERNMENTAL FUNDS

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

FISCAL YEAR ENDED JUNE 30, 2013

	General	School Construction Projects	Public Works Capital Projects	Nonmajor Governmental Funds	Total Governmental Funds
REVENUES:					
Real estate and personal property taxes, net of tax refunds	$ 87,511,573	$ -	$ -	$ -	$ 87,511,573
Tax liens	281,902	-	-	-	281,902
Motor vehicle excise taxes	3,525,991	-	-	-	3,525,991
Hotel, motel and meal tax	3,636,393	-	-	-	3,636,393
Ambulance	743,470	-	-	-	743,470
Water and sewer charges	9,240,758	-	-	-	9,240,758
Penalties and interest on taxes	383,922	-	-	-	383,922
Fees and rentals	342,461	-	-	-	342,461
Payments in lieu of taxes	520,347	-	-	-	520,347
Licenses and permits	2,046,545	-	-	-	2,046,545
Intergovernmental	19,787,555	3,777,146	1,565,116	4,948,191	30,078,008
Departmental and other	819,410	-	26,398	4,689,884	5,535,692
Contributions	-	-	-	26,489	26,489
Investment income	285,523	-	-	44,816	330,339
Miscellaneous	202,641	-	-	52,485	255,126
TOTAL REVENUES	129,328,491	3,777,146	1,591,514	9,761,865	144,459,016
EXPENDITURES:					
Current:					
General government	5,543,194	-	-	954,978	6,498,172
Public safety	13,830,726	-	-	145,551	13,976,277
Education	48,720,342	8,093,063	-	6,173,759	62,987,164
Public works	6,450,934	-	4,178,497	2,021,711	12,651,142
Water and sewer	3,818,265	-	-	-	3,818,265
MWRA assessment	4,745,864	-	-	-	4,745,864
Human services	1,423,385	-	-	81,008	1,504,393
Culture and recreation	3,013,800	-	-	1,018,463	4,032,263
Pension benefits	18,235,052	-	-	-	18,235,052
Employee benefits and insurance	12,080,516	-	-	-	12,080,516
State and county charges	601,693	-	-	-	601,693
Debt service:					
Principal	3,746,490	-	-	55,000	3,801,490
Interest	1,767,513	-	-	33,945	1,801,458
TOTAL EXPENDITURES	123,977,774	8,093,063	4,178,497	10,484,415	146,733,749
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	5,350,717	(4,315,917)	(2,586,983)	(722,550)	(2,274,733)
OTHER FINANCING SOURCES (USES):					
Proceeds from bonds and notes	-	-	1,000,000	242,000	1,242,000
Premium from issuance of bonds	374,786	-	-	-	374,786
Capital lease financing	-	-	-	846,869	846,869
Sale of capital assets	-	-	-	521,600	521,600
Transfers in	132,141	-	50,000	1,325,421	1,507,562
Transfers out	(705,315)	-	-	(802,247)	(1,507,562)
TOTAL OTHER FINANCING SOURCES (USES)	(198,388)	-	1,050,000	2,133,643	2,985,255
NET CHANGE IN FUND BALANCES	5,152,329	(4,315,917)	(1,536,983)	1,411,093	710,522
FUND BALANCES AT BEGINNING OF YEAR	24,487,758	2,694,029	1,988,971	4,296,747	33,467,505
FUND BALANCES AT END OF YEAR	$ 29,640,087	$ (1,621,888)	$ 451,988	$ 5,707,840	$ 34,178,027

See notes to basic financial statements.

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

FISCAL YEAR ENDED JUNE 30, 2013

Net change in fund balances - total governmental funds		$ 710,522
Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.		
Capital outlay	16,789,218	
Depreciation expense	(6,098,845)	
Net effect of reporting capital assets		10,690,373
In the Statement of Activities, only the *gain* on the sale of capital assets is reported, whereas in the governmental funds the entire proceeds of the sale are reported as financial resources. As a result, the change in net position differs from the change in fund balance by the cost of the capital assets sold		(521,600)
Revenues in the Statement of Activities that do not provide current financial resources are fully deferred in the Statement of Revenues, Expenditures and Changes in Fund Balances. Therefore, the recognition of revenue for various types of accounts receivable (i.e., real estate and personal property, motor vehicle excise, etc.) differ between the two statements. This amount represents the net change in deferred revenue		(2,259,325)
The issuance of long-term debt (e.g., bonds and leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither transaction, however, has any effect on net position. Also, governmental funds report the effect of premiums, discounts, and similar items when debt is first issued, whereas these amounts are deferred and amortized in the Statement of Activities.		
Capital lease financing	846,869	
Proceeds from bonds and notes	(1,242,000)	
Sale of capital assets	521,600	
Debt service principal payments	3,801,490	
Net effect of reporting long-term debt		3,927,959
Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.		
Net change in compensated absences accrual	(1,419,000)	
Net change in accrued interest on long-term debt	(157,930)	
Net change in workers compensation	(272,000)	
Net change in capital lease obligations	(334,976)	
Amortization of bond premiums	(332,889)	
Net change in other postemployments benefit accrual	(2,487,065)	
Net effect of recording long-term liabilities and amortizing deferred losses		(5,003,860)
Internal service funds are used by management to account for health insurance and workers' compensation activities.		
The net activity of internal service funds is reported with Governmental Activities		1,651,496
Change in net position of governmental activities		$ 9,195,565

See notes to basic financial statements.

PROPRIETARY FUNDS
STATEMENT OF NET POSITION

JUNE 30, 2013

		Governmental Activities - Internal Service Funds
ASSETS		
CURRENT:		
Cash and cash equivalents	$	4,332,037
Working capital deposit		714,417
TOTAL ASSETS		5,046,454
LIABILITIES		
CURRENT:		
Warrants payable		470,621
Health claims payable		1,017,198
TOTAL LIABILITIES		1,487,819
NET POSITION		
Unrestricted	$	3,558,635

See notes to basic financial statements.

PROPRIETARY FUNDS

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION

FISCAL YEAR ENDED JUNE 30, 2013

	Governmental Activities - Internal Service Funds
OPERATING REVENUES:	
Employee contributions	$ 3,257,534
Employer contributions	8,248,685
TOTAL OPERATING REVENUES	11,506,219
OPERATING EXPENSES:	
Employee benefits	9,860,002
OPERATING INCOME (LOSS)	1,646,217
NONOPERATING REVENUES (EXPENSES):	
Investment income	5,279
CHANGE IN NET POSITION	1,651,496
NET POSITION AT BEGINNING OF YEAR	1,907,139
NET POSITION AT END OF YEAR	$ 3,558,635

See notes to basic financial statements.

PROPRIETARY FUNDS
STATEMENT OF CASH FLOWS

FISCAL YEAR ENDED JUNE 30, 2013

		Governmental Activities - Internal Service Funds
CASH FLOWS FROM OPERATING ACTIVITIES:		
Receipts from interfund services provided	$	11,506,219
Payments for interfund services used		(10,098,271)
NET CASH FROM OPERATING ACTIVITIES		1,407,948
CASH FLOWS FROM INVESTING ACTIVITIES:		
Investment income		5,279
NET CHANGE IN CASH AND CASH EQUVALENTS		1,413,227
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR		2,918,810
CASH AND CASH EQUIVALENTS AT END OF YEAR	$	4,332,037
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH FROM OPERATING ACTIVITIES:		
Operating income (loss)	$	1,646,217
Adjustments to reconcile operating income (loss) to net		
Changes in assets and liabilities:		
Departmental and other		320,832
Working capital deposit		81,983
Warrants payable		470,249
Health claims payable		(1,111,333)
Total adjustments		(238,269)
NET CASH FROM OPERATING ACTIVITIES	$	1,407,948

See notes to basic financial statements.

FIDUCIARY FUNDS
STATEMENT OF FIDUCIARY NET POSITION

JUNE 30, 2013

	Other Postemployment Benefit Trust Fund	Private Purpose Trust Funds	Agency Funds
ASSETS			
CURRENT:			
Cash and cash equivalents	$ 1,260,484	$ 13,894	$ 376,847
Receivables, net of allowance for uncollectibles:			
Departmental and other	-	-	100,671
TOTAL ASSETS	1,260,484	13,894	477,518
LIABILITIES			
Warrants payable	-	-	25,420
Accrued payroll	-	-	8,632
Liabilities due depositors	-	-	443,466
TOTAL LIABILITIES	-	-	477,518
NET POSITION			
Held in trust for other purposes	$ 1,260,484	$ 13,894	$ -

See notes to basic financial statements.

FIDUCIARY FUNDS

STATEMENT OF CHANGES IN FIDUCIARY NET POSITION

FISCAL YEAR ENDED JUNE 30, 2013

	Other Postemployment Benefit Trust Fund	Private Purpose Trust Funds
ADDITIONS:		
Contributions:		
Employer	$ 500,000	$ -
Contributions	-	18,575
Total contributions	500,000	18,575
Net investment income (loss):		
Interest	9,462	-
TOTAL ADDITIONS	509,462	18,575
DEDUCTIONS:		
Educational scholarships	-	46,077
CHANGE IN NET POSITION	509,462	(27,502)
NET POSITION AT BEGINNING OF YEAR	751,022	41,396
NET POSITION AT END OF YEAR	$ 1,260,484	$ 13,894

See notes to basic financial statements.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accompanying basic financial statements of the Town of Burlington, Massachusetts (Town) have been prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). The Governmental Accounting Standards Board (GASB) is the recognized standard-setting body for establishing governmental accounting and financial reporting principles. The Town's significant accounting policies are described herein.

A. Reporting Entity

The Town of Burlington, Massachusetts is a municipal corporation that is governed by an elected Board of Selectmen. As required by GAAP, these basic financial statements present the government and its component units, entities for which the Town is considered to be financially accountable.

For financial reporting purposes, the Town has included all funds, organizations, account groups, agencies, boards, commissions and institutions. The Town has also considered all potential component units for which it is financially accountable as well as other organizations for which the nature and significance of their relationship with the Town are such that exclusion would cause the basic financial statements to be misleading or incomplete. As required by GAAP, these basic financial statements present the Town (the primary government) and its component units. The Town has no component units that require inclusion in these basic financial statements.

Joint Ventures

A joint venture is an organization (resulting from a contractual arrangement) that is owned, operated or governed by two or more participants as a separate and specific activity subject to joint control in which the participants retain an ongoing financial interest or ongoing financial responsibility. Joint control means that no single participant has the ability to unilaterally control the financial or operating policies of the joint venture.

The Town participates in the following joint venture:

Name	Purpose	Address
Shawsheen Valley Technical High School	To provide vocational education	100 Cook Street Billerica, MA 01821

The Shawsheen Valley Technical High School is governed by a nine member school committee consisting of two voting appointed representatives from the Town of Burlington. The Town is indirectly liable for debt and other expenditures of the School and is assessed annually for its share of the operating and capital costs. In fiscal year 2013 the total assessment was $1,392,940. Separate financial statements may be obtained by writing the Business Manager of the School District at the above address.

B. Government-Wide and Fund Financial Statements

Government-Wide Financial Statements

The government-wide financial statements (i.e., statement of net position and the statement of changes in net position) report information on all of the non-fiduciary activities of the primary government and its component units. *Governmental activities*, which are primarily supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which are supported primarily by user fees and charges.

Fund Financial Statements

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though fiduciary funds are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. Nonmajor funds are aggregated and displayed in a single column.

Major Fund Criteria

Major funds must be reported if the following criteria are met:

- If the total assets, liabilities, revenues, or expenditures/expenses of an individual governmental or enterprise fund are at least 10 percent of the corresponding element (assets, liabilities, etc.) for all funds of that category or type (total governmental or total enterprise funds), *and*

- If the total assets, liabilities, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding element for all governmental and enterprise funds combined.

Additionally, any other governmental or enterprise fund that management believes is particularly significant to the basic financial statements may be reported as a major fund.

Internal service funds and fiduciary funds are reported by fund type.

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation

Government-Wide Financial Statements

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred. Real estate and personal property taxes are recognized as revenues in the fiscal year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The statement of activities demonstrates the degree to which the direct expenses of a particular function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include the following:

- Charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment.

- Grants and contributions that are restricted to meeting the operational requirements of a particular function or segment.

- Grants and contributions that are restricted to meeting the capital requirements of a particular function or segment.

Taxes and other items not identifiable as program revenues are reported as general revenues. The effect of interfund activity has been removed from the government-wide financial statements.

Fund Financial Statements

Governmental fund financial statements are reported using the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on general long-term debt which is recognized when due, and certain compensated absences, claims and judgments which are recognized when the obligations are expected to be liquidated with current expendable available resources.

Real estate and personal property tax revenues are considered available if they are collected within 60 days after fiscal year-end. Investment income is susceptible to accrual. Other receipts and tax revenues become measurable and available when the cash is received and are recognized as revenue at that time.

Entitlements and shared revenues are recorded at the time of receipt or earlier if the susceptible to accrual criteria is met. Expenditure driven grants recognize revenue when the qualifying expenditures are incurred and all other grant requirements are met.

The following major governmental funds are reported:

The *general fund* is the primary operating fund. It is used to account for all financial resources, except those that are required to be accounted for in another fund.

The *school construction projects fund* is a capital project fund used to account for financial resources for the construction of the Memorial Elementary School and Marshall Simonds Middle School.

The *public works capital projects fund* is used to account for financial resources for the construction, reconstruction, and improvements to roadways, streets, sidewalks, and other infrastructure.

The nonmajor governmental funds consist of other special revenue, capital projects and permanent funds that are aggregated and presented in the *nonmajor governmental funds* column on the governmental funds financial statements. The following describes the general use of these fund types:

The s*pecial revenue fund* is used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than permanent funds or capital project.

The c*apital projects fund* is used to account for financial and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets of the governmental funds.

The *permanent fund* and *perpetual permanent fund* are used to account for and report financial resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support the governmental programs.

Proprietary fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the proprietary funds principal ongoing operations. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Additionally, the following proprietary fund type is reported:

The *internal service fund* is used to account for the financing of services provided by one department to other departments or governmental units. The Town accounts for its risk financing activities related to health insurance in the internal service fund.

Fiduciary fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Fiduciary funds are used to account for assets held in a trustee capacity for others that cannot be used to support the governmental programs.

The following fiduciary fund types are reported:

The *other postemployment benefit trust fund* is used to accumulate resources to provide funding for future other postemployment benefits (OPEB) liabilities.

The *private-purpose trust fund* is used to account for trust arrangements that exclusively benefit individuals, private organizations, or other governments. Some of these trusts have donor restrictions and trustee policies that do not allow the endowment portion and any unrealized appreciation to be spent. The donor restrictions and trustee policies only allows the trustees to authorize spending of the realized investment earnings. The Town's educational scholarship trusts are accounted for in this fund.

The *agency fund* is used to account for assets held in a purely custodial capacity.

Government-Wide and Fund Financial Statements

For enterprise fund accounting, all applicable Financial Accounting Standards Board (FASB) pronouncements issued on or prior to November 30, 1989, are applied, unless those pronouncements conflict with or contradict GASB pronouncements.

D. Cash and Investments

Government-Wide and Fund Financial Statements

Cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with an original maturity of three months or less from the date of acquisition. Investments are carried at fair value.

E. Accounts Receivable

Government-Wide and Fund Financial Statements

The recognition of revenue related to accounts receivable reported in the government-wide financial statements and the proprietary funds and fiduciary funds financial statements are reported under the accrual basis of accounting. The recognition of revenue related to accounts receivable reported in the governmental funds financial statements are reported under the modified accrual basis of accounting.

Real Estate, Personal Property Taxes and Tax Liens

Real estate and personal property taxes are levied and based on values assessed on January 1st of every year. Assessed values are established by the Board of Assessor's for 100% of the estimated fair market value. Taxes are due on August 1st, November 1st, February 1st and May 1st and are subject to penalties and interest if they are not paid by the respective due date. Real estate tax liens are processed by the last day in September following the last billing cycle on delinquent properties. Real estate and personal property taxes levied are recorded as receivables in the fiscal year of the levy.

Real estate tax liens are processed six months after the close of the valuation year on delinquent properties and are recorded as receivables in the fiscal year they are processed. Real estate receivables are secured via the tax lien process and are considered 100% collectible. Accordingly, an allowance for uncollectibles is not reported.

Personal property taxes cannot be secured through the lien process. The allowance of uncollectibles is estimated based on historical trends and specific account analysis.

Motor Vehicle Excise Taxes

Motor vehicle excise taxes are assessed annually for each vehicle registered in the Town and are recorded as receivables in the fiscal year of the levy. The Commonwealth is responsible for reporting the number of vehicles registered and the fair values of those vehicles. The tax calculation is the fair value of the vehicle multiplied by $25 per $1,000 of value.

The allowance for uncollectibles is estimated based on historical trends and specific account analysis.

Water and Sewer Fees

User fees are levied monthly based on individual meter readings and are subject to penalties and interest if they are not paid by the respective due date. Water and Sewer liens are processed in December of every year and included as a lien on the property owner's tax bill. Water and Sewer charges and liens are recorded as receivables in the fiscal year of the levy.

Since the receivables are secured via the lien process, these accounts are considered 100% collectible and therefore do not report an allowance for uncollectibles.

Departmental and Other

Departmental and other receivables consist primarily of police and fire details, and ambulance fees are recorded as receivables in the fiscal year accrued. The allowance of uncollectibles is estimated based on historical trends and specific account analysis.

Intergovernmental

Various federal and state grants for operating and capital purposes are applied for and received annually. For non-expenditure driven grants, receivables are recorded as soon as all eligibility requirements imposed by the provider have been met. For expenditure driven grants, receivables are recorded when the qualifying expenditures are incurred and all other grant requirements are met.

These receivables are considered 100% collectible and therefore do not report an allowance for uncollectibles.

F. Inventories

Government-Wide and Fund Financial Statements

Inventories are recorded as expenditures at the time of purchase. Such inventories are not material in total to the government-wide and fund financial statements, and therefore are not reported.

G. Capital Assets

Government-Wide and Proprietary Fund Financial Statements

Capital assets, which include land, land improvements, buildings, machinery and equipment, and infrastructure (e.g., roads, water mains, sewer mains, and similar items), are reported in the applicable governmental or business-type activity column of the government-wide financial statements, and the proprietary fund financial statements. Capital assets are recorded at historical cost, or at estimated historical cost, if actual historical cost is not available. Donated capital assets are recorded at the estimated fair market value at the date of donation.

Except for the capital assets of the governmental activities column in the government-wide financial statements, construction period interest is capitalized on constructed capital assets.

All purchases and construction costs in excess of $10,000 are capitalized at the date of acquisition or construction, respectively, with expected useful lives of greater than one year.

Capital assets (excluding land and construction in progress) are depreciated on a straight-line basis. The estimated useful lives of capital assets are as follows:

Capital Asset Type	Estimated Useful Life (in years)
Land improvements	20
Buildings	40
Building improvements	20-40
Equipment	5-10
Vehicles	5-20
Infrastructure	20-50

The cost of normal maintenance and repairs that do not add to the value of the assets or materially extend asset lives are not capitalized and are treated as expenses when incurred. Improvements are capitalized.

Governmental Fund Financial Statements

Capital asset costs are recorded as expenditures in the acquiring fund in the fiscal year of the purchase.

H. Deferred Outflows/Inflows of Resources

Government-Wide Financial Statements (Net Position)

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/expenditure) until then. The Town did not have any items that qualify for reporting in this category.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. The Town did not have any items that qualify for reporting in this category.

I. Interfund Receivables and Payables

During the course of its operations, transactions occur between and within individual funds that may result in amounts owed between funds.

Government-Wide Financial Statements

Transactions of a buyer/seller nature between and within governmental funds and internal service funds are eliminated from the governmental activities in the statement of net position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of net position as "internal balances."

Fund Financial Statements

Transactions of a buyer/seller nature between and within funds are not eliminated from the individual fund statements. Receivables and payables resulting from these transactions are classified as "Due from other funds" or "Due to other funds" on the balance sheet.

J. Interfund Transfers

During the course of its operations, resources are permanently reallocated between and within funds. These transactions are reported as transfers in and transfers out.

Government-Wide Financial Statements

Transfers between and within governmental funds and internal service funds are eliminated from the governmental activities in the statement of net position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of activities as "Transfers, net."

Fund Financial Statements

Transfers between and within funds are not eliminated from the individual fund statements and are reported as transfers in and transfers out.

K. Deferred Revenue

Deferred revenue at the governmental fund financial statement level represents billed receivables that do not meet the available criterion in accordance with the current financial resources measurement focus and the modified accrual basis of accounting. Deferred revenue is recognized as revenue in the conversion to the government-wide (full accrual) financial statements.

L. Net Position and Fund Equity

Government-Wide Financial Statements (Net Position)

Net position is reported as restricted when amounts that are not available for appropriation or are legally restricted by outside parties for a specific future use.

Net position has been "restricted for" the following:

"Permanent funds – nonexpendable" represents the endowment portion of donor restricted trusts that support governmental programs.

"Permanent funds – expendable" represents the amount of realized and unrealized investment earnings of donor restricted trusts. The donor restrictions and trustee policies only allows the trustees to approve spending of the realized investment earnings that support governmental programs.

"Other purposes" represents restrictions placed on assets from outside parties such as state and federal grants.

Fund Financial Statements (Fund Balances)

Sometimes the Town will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Town's policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

Governmental fund balances are classified as nonspendable, restricted, committed, assigned, or unassigned based on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

The governmental fund balance classifications are as follows:

"Nonspendable" fund balance includes amounts that cannot be spent because they are either not in spendable form or they are legally or contractually required to be maintained intact.

"Restricted" fund balance includes amounts subject to constraints placed on the use of resources that are either externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or that are imposed by law through constitutional provisions or enabling legislation.

"Committed" fund balance includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority. Town Meeting is the high level of decision making authority that can, by Town Meeting vote, commit funds for a specific purpose. Once voted the limitation imposed by the vote remains in place until the funds are used for their intended purpose or a vote is taken to rescind the commitment.

"Assigned" fund balance includes amounts that are constrained by the Town's intent to be used for specific purposes, but are neither restricted nor committed. Assignments are made by management and exist until the purpose of the assignment has either been satisfied or management removes the assignment.

"Unassigned" fund balance includes the residual classification for the general fund. This classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the general fund.

The Town's spending policy is to spend restricted fund balance first, followed by committed, assigned and unassigned fund balance. Most governmental funds are designated for one purpose at the time of their creation. Therefore, any expenditure from the fund will be allocated to the applicable fund balance classifications in the order of the aforementioned spending policy. The general fund and certain other funds may have more than one purpose.

M. Long-term debt

Government-Wide and Proprietary Fund Financial Statements

Long-term debt is reported as liabilities in the government-wide and proprietary fund statement of net position. Material bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

Governmental Fund Financial Statements

The face amount of governmental funds long-term debt is reported as other financing sources. Bond premiums and discounts, as well as issuance costs, are recognized in the current period. Bond premiums are reported as other financing sources and bond discounts are reported as other financing uses. Issuance costs, whether or not withheld from the actual bond proceeds received, are reported as general government expenditures.

N. Investment Income

Excluding the permanent funds, investment income derived from major and nonmajor governmental funds is legally assigned to the general fund unless otherwise directed by Massachusetts General Law (MGL).

Investment income from proprietary funds is voluntarily assigned and transferred to the general fund.

O. Compensated Absences

Employees are granted vacation and sick leave in varying amounts based on collective bargaining agreements, state laws and executive policies.

Government-Wide and Proprietary Fund Financial Statements

Vested or accumulated vacation and sick leave are reported as liabilities and expensed as incurred.

Governmental Fund Financial Statements

Vested or accumulated vacation and sick leave, which will be liquidated with expendable available financial resources, are reported as expenditures and fund liabilities upon maturity of the liability.

P. Use of Estimates

Government-Wide and Fund Financial Statements

The preparation of basic financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure for contingent assets and liabilities at the date of the basic financial statements and the reported amounts of the revenues and expenditures/expenses during the fiscal year. Actual results could vary from estimates that were used.

Q. Total Column

Government-Wide Financial Statements

The total column presented on the government-wide financial statements represents consolidated financial information.

Fund Financial Statements

The total column on the fund financial statements is presented only to facilitate financial analysis. Data in this column is not the equivalent of consolidated financial information.

NOTE 2 - CASH AND INVESTMENTS

A cash and investment pool is maintained that is available for use by all funds. Each fund type's portion of this pool is displayed on the combined balance sheet as "Cash and cash equivalents". The deposits and investments of the trust funds are held separately from those of other funds.

Statutes authorize the investment in obligations of the U.S. Treasury, agencies, and instrumentalities, certificates of deposit, repurchase agreements, money market accounts, bank deposits and the State Treasurer's Investment Pool (the Pool). The Treasurer may also invest trust funds in securities, other than mortgages or collateral loans, which are legal for the investment of funds of savings banks under Massachusetts General Laws.

The Pool meets the criteria of an external investment pool. The Pool is administered by the Massachusetts Municipal Depository Trust (MMDT), which was established by the Treasurer of the Commonwealth who serves as Trustee. The fair value of the assets in the Pool is the same as the value of the Pool shares.

Custodial Credit Risk – Deposits

In the case of deposits, this is the risk that in the event of a bank failure, the Town's deposits may not be returned. At fiscal year-end, the carrying amount of deposits totaled $47,429,543 and the bank balance totaled $49,003,732. Of the bank balance, $9,594,270 was covered by Federal Depository Insurance, $3,841,558 was covered by DIF insurance and $35,567,904 was exposed to custodial credit risk because it was uninsured and uncollateralized. The Town has not adopted a formal investment policy related to custodial credit risk of deposits.

Investments

As of June 30, 2013, the Town of Burlington had the following investments:

		Maturity			
	Fair Value	Under 1 Year	1-5 Years	6-10 Years	Over 10 Years
Investment Type					
Debt Securities					
Federal Home Loan Mortgage Corp.....	$ 301,120	$ -	$ -	$ -	$ 301,120
Federal National Mortgage Assoc.....	1,586,556	-	-	-	1,586,556
Corporate Bonds.....	2,770,541	607,352	2,007,189	156,000	-
Municipal Bonds.....	146,825	-	146,825	-	-
Total Debt Securities.....	4,805,042	$ 607,352	$ 2,154,014	$ 156,000	$ 1,887,676
Other Investments					
MMDT.....	3,343,623				
Total Investments.....	$ 8,148,665				

Custodial Credit Risk – Investments

For an investment, this is the risk that, in the event of a failure by the counterparty, the Town will not be able to recover the value of its investments or collateral security that are in the possession of an outside party. The Town's total custodial credit risk exposure for investments totals $4,805,042 which consists of investments of $2,770,541 in corporate bonds, $146,825 in municipal bonds and $1,887,676 in Governmental securities, because the related securities are uninsured, unregistered and held by the counterparty.

The Town has not adopted a formal investment policy related to custodial credit risk for investments.

Interest Rate Risk

The Town does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates for most investment types.

The Town's investment policy regarding repurchase agreements is as follows; utilize repurchase agreements only on a limited basis and then only with major Massachusetts financial institutions when no other more favorable action is possible and then only of a duration of no more than three days.

Credit Risk

The Town's formal investment policy regarding credit risk states the Treasurer shall subscribe to information reports from a recognized bank rating company. Direct investment in an institution shall be restricted to those ranked in the upper half of rating categories utilized by said company unless the Treasurer obtains additional adequate security for the investment or otherwise determines and documents in writing that the rating provided does not properly reflect the strength of the institution. Maintenance of disbursement or other types of accounts at institutions below a mid-range rating shall be limited, to the maximum extent possible, to a balance below $100,000. When the rating falls to a "warning stage" or when more than one-half of an institution's capital and surplus has been lost in a 12-month period, any accounts shall be closed forthwith.

Concentration of Credit Risk

The Town has adopted a policy on the amount that may be invested in any one issuer. The policy is as follows; investment in a single institution may not exceed 10% of the institution's capital and surplus position as of the most recent quarterly data available to the Treasurer, nor may any investment in a single institution (other than MMDT) exceed 35% of the Treasurer's cash balance at any time. Up to 100% of available cash may be invested in the State's Treasurer's pooled fund.

The Town places no limit on the amount the Town may invest in any on issuer. As of June 30, 2013, the Town had more than 5% of its investments in the following securities:

Issuer	Percentage of total Investments
Abbey National Treasury Services	7%
Ally Financial Inc.	6%
Bank of America Corp.	5%
Barclays Bank	7%
Citigroup Inc.	7%
Dell Inc.	5%
Hewlett Packard Company	5%
Lloyds TSB Bank	10%
Merrill Lynch & Company	7%
Morgan Stanley	18%
Royal Bank of Scotland	7%
Puerto Rico Commonwealth Government	5%

NOTE 3 - RECEIVABLES

At June 30, 2013, receivables for the individual major governmental funds and nonmajor, internal service, and fiduciary funds in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

	Gross Amount	Allowance for Uncollectibles	Net Amount
Receivables:			
Real estate and personal property taxes	$ 1,321,625	$ (192,689)	$ 1,128,936
Tax liens	1,460,506	-	1,460,506
Motor vehicle excise taxes	560,830	(314,116)	246,714
Water fees	967,822	-	967,822
Sewer fees	1,834,951	-	1,834,951
Departmental and other	304,500	(133,980)	170,520
Intergovernmental	4,777,757	-	4,777,757
Total	$ 11,227,991	$ (640,785)	$ 10,587,206

Governmental funds report *deferred revenue* in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. At the end of the current fiscal year, the various components of *deferred revenue* reported in the governmental funds were as follows:

	General Fund	Other Funds	Total
Receivables and other asset types:			
Real estate and personal property taxes	$ 984,991	$ -	$ 984,991
Tax liens	1,460,506	-	1,460,506
Motor vehicle excise taxes	246,714	-	246,714
Water and sewer fees	2,802,773	-	2,802,773
Departmental and other	170,520	-	170,520
Intergovernmental	1,259,000	174,268	1,433,268
Tax foreclosure	91,842	-	91,842
Total	$ 7,016,346	$ 174,268	$ 7,190,614

NOTE 4 - CAPITAL ASSETS

Capital asset activity for the fiscal year ended June 30, 2013, was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental Activities:				
Capital assets not being depreciated:				
Land	$ 16,648,810	$ -	$ (232,600)	$ 16,416,210
Construction in progress	31,824,066	2,463,160	(22,711,525)	11,575,701
Total capital assets not being depreciated	48,472,876	2,463,160	(22,944,125)	27,991,911
Capital assets being depreciated:				
Land improvements	6,196,361	433,807	-	6,630,168
Buildings	59,930,127	28,634,370	-	88,564,497
Building improvements	32,355,326	421,086	-	32,776,412
Equipment	9,135,931	1,037,171	(1,150,935)	9,022,167
Vehicles	6,473,561	458,288	(323,212)	6,608,637
Infrastructure	100,520,161	7,132,330	-	107,652,491
Total capital assets being depreciated	214,611,467	38,117,052	(1,474,147)	251,254,372
Less accumulated depreciation for:				
Land improvements	(1,992,682)	(226,969)	-	(2,219,651)
Buildings	(28,913,833)	(927,531)	-	(29,841,364)
Building improvements	(11,916,704)	(1,147,168)	-	(13,063,872)
Equipment	(5,456,703)	(964,740)	1,150,935	(5,270,508)
Vehicles	(3,692,033)	(349,407)	323,212	(3,718,228)
Infrastructure	(59,586,743)	(2,483,030)	-	(62,069,773)
Total accumulated depreciation	(111,558,698)	(6,098,845)	1,474,147	(116,183,396)
Total capital assets being depreciated, net	103,052,769	32,018,207	-	135,070,976
Total governmental activities capital assets, net	$ 151,525,645	$ 34,481,367	$ (22,944,125)	$ 163,062,887

Depreciation expense was charged to functions/programs of the primary government as follows:

Governmental Activities:	
General government	$ 297,510
Public safety	427,961
Education	2,126,284
Public works	2,853,367
Human services	10,102
Culture and recreation	383,621
Total increases to accumulated depreciation - governmental activities	$ 6,098,845

NOTE 5 - INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS

Interfund transfers for the fiscal year ended June 30, 2013, are summarized as follows:

	Transfers In:				
Transfers Out:	General Fund	Public Works Capital Projects Funds	Nonmajor Governmental Funds	Total	
General Fund	$ -	$ 50,000	$ 655,315	$ 705,315	(1)
Nonmajor Governmental Funds	132,141	-	670,106	802,247	(2)
Total	$ 132,141	$ 50,000	$ 1,325,421	$ 1,507,562	

(1) Represents budgeted transfers out of the General Fund for $50,000 to Public Works Capital Projects Fund, $500,000 to Town Capital Project Fund, $155,000 to special revenue Mini Bus Fund and $315 to special revenue Sale of Graves Fund.

(2) Represents transfers to the General Fund from special revenue grant funds for $97,398, Insurance Reimbursement Fund for $14,743 and Sale of Graves Fund for $20,000, as well as transfers to the Nonmajor Town Capital Project Funds from special revenue funds such as Sale of Real Estate Fund for $521,600, Insurance Reimbursement Fund for $28,522 and from Land Swap Fund for $119,984.

NOTE 6 – CAPITAL AND OPERATING LEASES

The Town has entered into lease agreements as lessees for a new computer network for the Town and school facilities and for school equipment. These lease agreements qualify as capital leases for accounting purposes and therefore have been recorded at the present value of their future minimum lease payments as of the inception date.

The assets acquired through capital leases are as follows:

	Governmental Activities
Asset:	
Equipment	$ 2,346,868
Less: accumulated depreciation	(1,104,813)
Total	$ 1,242,055

The future minimum lease obligations and the net present value of these minimum lease payments as of June 30, 2013, were as follows:

Fiscal Years Ending June 30	Governmental Activities
2014	$ 582,290
2015	282,290
2016	88,320
Total minimum lease payments	952,900
Less: amounts representing interest	(31,424)
Present value of minimum lease payments	$ 921,476

NOTE 7 - SHORT-TERM FINANCING

Short-term debt may be authorized and issued to fund the following:

- Current operating costs prior to the collection of revenues through issuance of revenue or tax anticipation notes (RANS or TANS).
- Capital project costs and other approved expenditures incurred prior to obtaining permanent financing through issuance of bond anticipation notes (BANS) or grant anticipation notes (GANS).

Short-term loans are general obligations and carry maturity dates that are limited by statute. Interest expenditures and expenses for short-term borrowings are accounted for in the general fund respectively.

Details related to the short-term debt activity for the fiscal year ended June 30, 2013, are as follows:

Type	Purpose	Interest Rate (%)	Due Date	Balance at June 30, 2012	Renewed/ Issued	Retired/ Redeemed	Balance at June 30, 2013
BAN	Municipal Purpose.....	1.50	7/27/12	$ 13,326,000	$ -	$ 13,326,000	$ -
BAN	Municipal Purpose.....	0.5	8/1/12	1,000,000	-	1,000,000	-
BAN	Municipal Purpose.....	1.25	7/26/13	-	3,135,000	-	3,135,000
BAN	Municipal Purpose.....	1.25	7/26/13	-	5,000,000	-	5,000,000
BAN	Municipal Purpose.....	0.3	12/20/13	-	1,200,000	-	1,200,000
	Total.....			$ 14,326,000	$ 9,335,000	$ 14,326,000	$ 9,335,000

On July 26, 2013, the Town renewed $6,335,000 of outstanding short-term debt at a rate of 1.25% with a maturity date of July 25, 2014. The Town retired $300,000 with appropriated debt service and $1,500,000 with grant proceeds received in fiscal 2014.

NOTE 8 - LONG-TERM DEBT

Under the provisions of Chapter 44, Section 10, Municipal Law authorizes indebtedness up to a limit of 5% of the equalized valuation. Debt issued in accordance with this section of the law is designated as being "inside the debt limit." In addition, however, debt may be authorized in excess of that limit for specific purposes. Such debt, when issued, is designated as being "outside the debt limit."

Details related to the outstanding indebtedness at June 30, 2013, and the debt service requirements are as follows:

Bonds Payable Schedule – Governmental Funds

Issue	Maturities Through	Original Loan Amount	Interest Rate (%)	Outstanding at June 30, 2012	Issued	Redeemed	Outstanding at June 30, 2013
Municipal Purpose Bonds of 1996.....	2016	$ 5,755,000	5.90	$ 1,075,000	$ -	$ 270,000	$ 805,000
Municipal Purpose Bonds of 1998.....	2018	10,000,000	4.70	3,000,000	-	500,000	2,500,000
Municipal Purpose Bonds of 2001.....	2019	2,150,000	5.43	765,000	-	115,000	650,000
Municipal Purpose Bonds of 2004.....	2014	3,165,000	3.19	580,000	-	290,000	290,000
Municipal Refunding Bonds of 2004.....	2014	1,560,138	2.94	265,000	-	140,000	125,000
Municipal Purpose Bonds of 2006.....	2025	4,867,000	4.23	3,315,000	-	255,000	3,060,000
MWPAT Bonds of 2007.....	2027	7,797,482	2.00	6,140,544	-	354,562	5,785,982
MWPAT Bonds of 2008.....	2028	300,000	2.00	249,567	-	13,368	236,199
Municipal Purpose Bonds of 2008.....	2027	3,321,000	4-5	2,380,000	-	235,000	2,145,000
MWRA Bonds of 2008.....	2013	242,000	0.00	48,400	-	48,400	-
Municipal Purpose Bonds of 2010.....	2030	6,100,000	1.5-4.1	5,215,000	-	440,000	4,775,000
Municipal Purpose Bonds of 2011.....	2036	8,800,000	3-5	8,305,000	-	495,000	7,810,000
MWRA Bonds of 2011.....	2016	81,675	0.00	65,340	-	16,335	49,005
Municipal Purpose Bonds of 2012.....	2042	12,200,000	2-5	12,200,000	-	595,000	11,605,000
MWRA Bonds of 2012.....	2017	169,125	0.00	169,125	-	33,825	135,300
Municipal Purpose Bonds of 2013.....	2042	13,976,000	2-4	12,976,000	1,000,000	-	13,976,000
MWRA Bonds of 2013.....	2018	242,000	0.00	-	242,000	-	242,000
Total.....				$ 56,748,976	$ 1,242,000	$ 3,801,490	$ 54,189,486

On July 26, 2012, the Town issued $13,976,000 of long-term bonds. Of that amount, $12,976,000 were BANS that came due on July 27, 2012 and were paid off with the issuance of the long-term bonds. The $12,976,000

was classified as long-term debt in fiscal 2012. The remaining $1,000,000 was recorded as long-term debt in fiscal 2013.

Debt service requirements for principal and interest for Governmental bonds payable in future fiscal years are as follows:

Fiscal Year	Principal	Interest	Total
2014	$ 4,099,923	$ 1,882,579	$ 5,982,502
2015	3,686,506	1,735,800	5,422,306
2016	3,684,243	1,601,478	5,285,721
2017	3,410,800	1,477,261	4,888,061
2018	3,305,027	1,362,922	4,667,949
2019	2,774,842	1,243,961	4,018,803
2020	2,668,222	1,141,436	3,809,658
2021	2,351,772	1,043,444	3,395,216
2022	2,265,495	954,745	3,220,240
2023	2,189,394	877,162	3,066,556
2024	2,213,473	805,516	3,018,989
2025	2,232,735	736,358	2,969,093
2026	1,897,184	672,522	2,569,706
2027	1,881,824	614,501	2,496,325
2028	1,323,046	564,038	1,887,084
2029	1,320,000	516,785	1,836,785
2030	1,295,000	469,906	1,764,906
2031	1,170,000	422,570	1,592,570
2032	1,170,000	376,814	1,546,814
2033	1,155,000	329,139	1,484,139
2034	1,175,000	280,689	1,455,689
2035	1,200,000	233,198	1,433,198
2036	970,000	192,070	1,162,070
2037	785,000	159,918	944,918
2038	810,000	131,221	941,221
2039	835,000	101,158	936,158
2040	855,000	69,896	924,896
2041	885,000	37,759	922,759
2042	580,000	26,129	606,129
Total	$ 54,189,486	$ 20,060,975	$ 74,250,461

The Massachusetts Water Resource Authority (MWRA) operates an Infiltration/Inflow Financial Assistance Program for community owned collection systems. For each community approved for the project, financial assistance received from the MWRA consists of a grant and non-interest bearing loan. The loan portion is payable in five equal annual installments. At June 30, 2013, the outstanding principal amount of these loans totaled $426,305.

The Commonwealth has approved school construction assistance to the Town. The assistance program, which is administered by the Massachusetts School Building Authority, provides resources for future debt service of general obligation school bonds outstanding. During fiscal year 2013, approximately $259,000 of such assistance was received. Approximately $1,294,000 will be received in future fiscal years. Of this amount, $35,000 represents reimbursement of long-term interest costs, and $1,259,000 represents reimbursement of approved construction costs. Accordingly, a $1,259,000 intergovernmental receivable and corresponding deferred revenue

have been reported in governmental fund financial statements. The annual change in revenue has been recognized as revenue in the conversion to the government-wide financial statements.
The MSBA offers a construction grant program which pays the Town the State's share of approved school construction costs and therefore eliminates the need for the Town to fund the State's share through long-term debt. The Memorial Elementary School and Marshall Simonds Middle School projects are being funded by this grant program at eligible costs rates of 52.11% and 54.01%.

The Memorial Elementary School was completed in fiscal year 2012. To date there has been $21,795,000 spent on the project and with the Town's reimbursement rate with MSBA of 52.11% a reimbursement of $11,357,000 is expected. To date there has been $9,600,000 received and a receivable for the remainder of $1,757,000 has been recorded.

The Marshall Simonds Middle School is in the final stages. To date there has been $27,757,000 spent on the project and with the Town's reimbursement rate of 54.01% a reimbursement of $14,991,000 is expected. To date, $14,208,000 has been received and a receivable for the remainder of $783,000 has been recorded.

The Town is subject to various debt limits by statute and may issue additional general obligation debt under the normal debt limit. At June 30, 2013, the Town had the following authorized and unissued debt:

Purpose	Amount
Memorial School Design	$ 7,419,437
Sewer Pump Station - Terrace Hall	1,000,000
Water Storage Tank Repairs	400,000
Marshall Simonds Middle School	8,181,089
Grandview Barn	300,000
Cemetery Expansion	1,200,000
Parking Lot & Roadway Paving	3,000,000
High School Elevator	895,000
Building Purchase	700,000
Water Main Upgrades	500,000
Total	$ 23,595,526

Changes in Long-term Liabilities

During the fiscal year ended June 30, 2013, the following changes occurred in long-term liabilities:

	Balance at June 30, 2012	Bonds and Notes Issued	Bonds and Notes Redeemed	Other Net Increase (Decrease)	Balance at June 30, 2013	Current Portion
Governmental Activities:						
Capital lease obligations	$ 586,500	$ -	$ -	$ 334,976	$ 921,476	$ 571,613
Compensated absences	4,148,000	-	-	1,519,000	5,667,000	2,398,000
Workers' compensation	113,000	-	-	272,000	385,000	385,000
Other postemployment benefits	13,888,832	-	-	2,487,065	16,375,897	-
Long-term bonds and notes	56,748,976	1,242,000	(3,801,490)	-	54,189,486	4,099,923
Unamortized premium	414,952	374,786	-	(41,897)	747,841	61,561
Total	$ 75,900,260	$ 1,616,786	$ (3,801,490)	$ 4,571,144	$ 78,286,700	$ 7,516,097

NOTE 9 – GOVERNMENTAL FUND BALANCE CLASSIFICATIONS

The Town adopted GASB Statement No. 54 *Fund Balance Reporting and Governmental Fund Types Definitions*, as part of its fiscal year 2011 reporting. The intention of the GASB is to provide a more structured classification of fund balance and to improve the usefulness of fund balance reporting to the users of the Town's financial statements. The reporting standard establishes a hierarchy for fund balance classification and the constraints imposed on the uses of those resources.

Massachusetts General Law Ch.40 §5B allows for the establishment of Stabilization funds for one or more different purposes. The creation of a fund requires a two-thirds vote of the legislative body and must clearly define the purpose of the fund. Any changes to the purpose of the fund along with any additions to or appropriations from the fund required a two-thirds vote of the legislative body. At fiscal year end the balance of the General Stabilization fund is $5,956,000 and is reported as unassigned fund balance within the General Fund.

GASB 54 provides for two major types of fund balance, which are nonspendable and spendable. Nonspendable fund balances are balances that cannot be spent because they are not expected to be converted to cash or they are legally or contractually required to remain intact. Examples of this classification are prepaid items, inventories, and principal (corpus) of an endowment fund. The Town has reported principal portions of endowment funds as nonspendable.

In addition to the nonspendable fund balances, GASB 54 has provided a hierarchy of spendable fund balances, based on a hierarchy of spending constraints.

- Restricted: fund balances that are constrained by external parties, constitutional provisions, or enabling legislation.

- Committed: fund balances that contain self-imposed constraints of the government from its highest level of decision making authority.

- Assigned: fund balances that contain self-imposed constraints of the government to be used for a particular purpose.

- Unassigned: fund balance of the general fund that is not constrained for any particular purpose.

The Town's spending policy is to spend restricted fund balance first, followed by committed, assigned and unassigned fund balance. Most governmental funds are designated for one purpose at the time of their creation. Therefore, any expenditure from the fund will be allocated to the applicable fund balance classifications in the order of the aforementioned spending policy. The general fund and certain other funds may have more than one purpose.

As of June 30, 2013, the governmental fund balances consisted of the following:

	GOVERNMENTAL FUNDS				
	General	School Construction Projects	Public Works Capital Projects	Nonmajor Governmental Funds	Total Governmental Funds
FUND BALANCES					
Nonspendable:					
Permanent fund principal	$ -	$ -	$ -	$ 482,459	$ 482,459
Restricted for:					
Public Works Capital Projects	-	-	451,988	-	451,988
Town revolving funds	-	-	-	1,585,836	1,585,836
Town gift and grant funds	-	-	-	846,855	846,855
School revolving funds	-	-	-	1,176,267	1,176,267
School gift and grant funds	-	-	-	389,645	389,645
Pension trust	-	-	-	15,320	15,320
Capital projects	-	-	-	1,059,119	1,059,119
Cemeteries and libraries	-	-	-	802	802
Cemetery perpetual care	-	-	-	153,725	153,725
Committed to:					
General government	645,587	-	-	-	645,587
Public safety	801,816	-	-	-	801,816
Education	396,515	-	-	-	396,515
Public works	432,982	-	-	-	432,982
Water and sewer	335,953	-	-	-	335,953
Human Services	10,294	-	-	-	10,294
Culture and recreation	12,446	-	-	-	12,446
Assigned to:					
General government	518,618	-	-	-	518,618
Public safety	40,495	-	-	-	40,495
Education	1,834,898	-	-	-	1,834,898
Public works	83,519	-	-	-	83,519
Water and sewer	52,342	-	-	-	52,342
Human Services	565	-	-	-	565
Culture and recreation	6,272	-	-	-	6,272
Employee benefits	96,717	-	-	-	96,717
Free cash used to furid the FY14 capital budget	2,605,462	-	-	-	2,605,462
Unassigned	21,765,606	(1,621,888)	-	(2,188)	20,141,530
TOTAL FUND BALANCES	$ 29,640,087	$ (1,621,888)	$ 451,988	$ 5,707,840	$ 34,178,027

NOTE 10 - PENSION PLAN

Plan Description - The Town contributes to the Middlesex Retirement System (the System), a cost-sharing multiple-employer defined benefit pension plan administered by the Middlesex Retirement Board. Substantially all employees are members of the System, except for public school teachers and certain administrators who are members of the Massachusetts Teachers Retirement System, to which the Town does not contribute. Pension benefits and administrative expenses paid by the Teachers Retirement Board are the legal responsibility of the Commonwealth. The amount of these on-behalf payments totaled $11,781,000 for the fiscal year ended June 30, 2013, and, accordingly, are reported in the general fund as intergovernmental revenues and pension expenditures.

The System provides retirement, disability and death benefits to plan members and beneficiaries. Chapter 32 of the MGL assigns authority to establish and amend benefit provisions of the plan. Cost-of-living adjustments granted between 1981 and 1997 and any increase in other benefits imposed by the Commonwealth's state law during those years are borne by the Commonwealth and are deposited into the pension fund. Cost-of-living adjustments granted after 1997 must be approved by the Middlesex Retirement Board and are borne by the System. The System issues a publicly available unaudited financial report in accordance with guidelines established by the Commonwealth's PERAC. That report may be obtained by contacting the System located at 25 Linnell Circle, Billerica, Massachusetts, 01821.

Funding Policy - Plan members are required to contribute to the System at rates ranging from 5% to 11% of annual covered compensation. The Town is required to pay into the System its share of the system-wide actuarial determined contribution that is apportioned among the employers based on active current payroll. The Town's contributions to the System for the fiscal years ended June 30, 2013, 2012, and 2011 were $6,490,052, $6,210,291 and $6,094,297, respectively, which equaled its required contribution for each fiscal year.

NOTE 11 - RISK FINANCING

The Town is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the Town carries commercial insurance. The amount of claim settlements has not exceeded insurance coverage in any of the previous three fiscal years.

The Town is self-insured for approximately 90% of its health insurance and 100% of it workers' compensation activities. The self-insured health insurance activities are accounted for in the Internal Service Fund. Workers' compensation activities are accounted for in the General Fund where revenues are recorded when earned and expenses are recorded when the liability is incurred. The approximate 10% of health insurance coverage that is premium based is accounted for in the General Fund. Liabilities are reported when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. Liabilities include an amount for claims that have been incurred but not reported (IBNR). The result of the process to estimate the claims liability is not an exact amount as it depends on many factors. Accordingly, claims are reevaluated periodically to consider the effects of inflation, recent claims settlement trends, and other economic and social factors.

(a) Health Insurance

Approximately 10% of the Town's health insurance activities are premium based plans. The remaining 90% of employee health insurance claims are administered by a third party administrator and were funded from the Town's Internal Service Fund. The Town purchases individual stop loss insurance for claims in excess of the $100,000 coverage. The estimate of IBNR claims is based on a historical trend analysis and recent trends.

	Balance at Beginning of Fiscal Year	Current Year Claims and Changes in Estimate	Claims Payments	Balance at Fiscal Year-End
Fiscal Year 2013.....	$ 1,197,743	$ 9,734,011	$ (9,914,556)	$ 1,017,198
Fiscal Year 2012.....	2,100,000	10,283,884	(11,186,141)	1,197,743
Fiscal Year 2011.....	2,049,424	10,955,483	(10,904,907)	2,100,000

(b) Workers' Compensation

Workers' compensation claims are administered by a third party administrator and are funded on a pay-as-you-go basis from annual appropriations. The Town estimates its IBNR claims based on history and injury type. At June 30, 2013, the amount of the liability for workers' compensation claims totaled $385,000. Changes in the reported liability since July 1, 2009 are as follows:

	Balance at Beginning of Fiscal Year	Current Year Claims and Changes in Estimate	Claims Payments	Balance at Fiscal Year-End
Fiscal Year 2013.....	$ 113,000	$ 289,000	$ (17,000)	$ 385,000
Fiscal Year 2012.....	17,000	109,725	(13,725)	113,000
Fiscal Year 2011.....	124,000	87,029	(194,029)	17,000

NOTE 12 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS

Plan Description – The Town of Burlington administers a single-employer defined benefit healthcare plan ("the Retiree Health Plan"). The plan provides lifetime healthcare insurance for eligible retirees and their spouses through the Town's group health insurance plan, which covers both active and retired members. Chapter 32B of the MGL assigns authority to establish and amend benefit provisions of the plan. Benefit provisions are negotiated between the Town and the unions representing Town employees and are renegotiated each bargaining period. The Retiree Health Plan does not issue a publicly available financial report.

Funding Policy – Contribution requirements are also negotiated between the Town and union representatives. The required contribution is based on a pay-as-you-go financing requirement. The Town contributes 80 percent of the cost of current-year premiums for eligible retired plan members and their spouses. Plan members receiving benefits contribute the remaining 20 percent of their premium costs.

Annual OPEB Cost and Net OPEB Obligation – The Town's annual other postemployment benefit (OPEB) cost (expense) is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover the normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years. The components of the Town's annual OPEB cost for the year, the amount actually contributed to the plan, and changes in the Town's net OPEB obligation are summarized in the following table:

Annual required contribution	$ 7,077,925
Interest on existing net OPEB obligation	763,886
Adjustments to annual required contribution	(565,446)
Annual OPEB cost (expense)	7,276,365
Contributions made	(4,789,300)
Increase/Decrease in net OPEB obligation	2,487,065
Net OPEB obligation - beginning of year	13,888,832
Net OPEB obligation - end of year	$ 16,375,897

The Town's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for fiscal year 2013 was as follows:

Fiscal Year Ended	Annual OPEB Cost	Annual OPEB Cost Contributed	Net OPEB Obligation
6/30/2013	$ 7,276,365	66%	$ 16,375,897
6/30/2012	8,403,521	63%	13,888,832
6/30/2011	8,220,821	52%	10,745,105

Funded Status and Funding Progress – As of December 31, 2012, the most recent actuarial valuation date, the actuarial accrued liability for benefits was $102.3 million, the actuarial value of assets was approximately $755,000, and the remaining $101.5 million was unfunded. The covered payroll (annual payroll of active employees covered by the plan) was $61 million, and the ratio of the UAAL to the covered payroll was 167.1 percent.

The Town established an OPEB trust in fiscal year 2012, reported as a fiduciary fund, and in fiscal year 2013 made a contribution of $500,000.

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

Actuarial Methods and Assumptions – Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the December 31, 2012 actuarial valuation, actuarial liabilities were determined using the projected unit credit cost method. The actuarial assumptions included a 8% asset return assumption, which is based on the expected yield on the assets of the Town, calculated based on the funded level of the plan at the valuation date, and an annual medical/drug cost trend rate of 8% initially, decreasing by 0.5% to an ultimate level of 5% and included a 4% inflation assumption. The UAAL is being amortized over a 30 year open period, with amortization payments increasing at 4% per year. The remaining amortization period at December 31, 2012 is 30 years.

NOTE 13 - COMMITMENTS

The Town is currently involved in two MSBA funded school construction projects. The Memorial Elementary School was completed in fiscal year 2012. To date there has been $21,795,000 spent on the project and with the Town's reimbursement rate with MSBA of 52.11% a reimbursement of $11,357,000 is expected. To date there has been $9,600,000 received and a receivable for the remainder of $1,757,000 has been recorded.

The second project, the Marshall Simonds Middle School, is in the final stages. To date there has been $27,757,000 spent on the project and with the Town's reimbursement rate of 54.01% a reimbursement of $14,991,000 is expected. To date, $14,208,000 has been received and a receivable for the remainder of $783,000 has been recorded.

NOTE 14 - CONTINGENCIES

The Town participates in a number of federal award programs. Although the grant programs have been audited in accordance with the provisions of the Single Audit Act Amendments of 1996 through June 30, 2013, these programs are still subject to financial and compliance audits. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although it is expected such amounts, if any, to be immaterial.

Various legal actions and claims are pending. Litigation is subject to many uncertainties, and the outcome of individual litigated matters is not always predictable. Although the amount of liability, if any, at June 30, 2013, cannot be ascertained, management believes any resulting liability should not materially affect the financial position at June 30, 2013.

NOTE 16 - IMPLEMENTATION OF NEW GASB PRONOUNCEMENTS

During fiscal year 2013, the following GASB pronouncements were implemented:

- GASB Statement #60, *Accounting and Financial Reporting for Service Concession Arrangements*. The implementation of this pronouncement did not impact the basic financial statements.

- GASB Statement #61, *The Financial Reporting Entity: Omnibus*. The implementation of this pronouncement did not impact the basic financial statements.

- GASB Statement #63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*. Financial statement changes include net assets changing to net position and invested in capital assets, net of related debt changing to net investment in capital assets. Notes to the basic financial statements were changed to provide additional disclosure on deferred outflows of resources and deferred inflows of resources.

- GASB Statement #66, *Technical Corrections – 2012, an amendment of GASB Statements No. 10 and No. 62*. The implementation of this pronouncement did not impact the basic financial statements.

The following GASB pronouncements will be implemented in future fiscal years:

- The GASB issued Statement #65, *Items Previously Reported as Assets and Liabilities*, which is required to be implemented in fiscal year 2014.
- The GASB issued Statement #67, *Financial Reporting for Pension Plans, an amendment of GASB Statement No. 25*, which is required to be implemented in fiscal year 2014.
- The GASB issued Statement #68, *Accounting and Financial Reporting for Pensions, an amendment of GASB Statement No. 27*, which is required to be implemented in fiscal year 2015.
- The GASB issued Statement #69, *Government Combinations and Disposals of Government Operations*, which is required to be implemented in fiscal year 2015.
- The GASB issued Statement #70, *Accounting and Financial Reporting for Nonexchange Financial Guarantees*, which is required to be implemented in fiscal year 2014.

Management is currently assessing the impact that the implementation of these pronouncements will have on the basic financial statements.

Required Supplementary Information

GENERAL FUND

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL

FISCAL YEAR ENDED JUNE 30, 2013

	Budgeted Amounts			
	Amounts Carried forward From Prior Year	Current Year Initial Budget	Original Budget	Final Budget
REVENUES:				
Real estate and personal property taxes, net of tax refunds	$ -	$ 87,613,222	$ 87,613,222	$ 87,698,222
Tax liens	-	-	-	-
Motor vehicle excise taxes	-	2,958,111	2,958,111	2,958,111
Hotel, motel, and meals tax	-	2,800,000	2,800,000	2,800,000
Ambulance	-	555,000	555,000	555,000
Water and sewer charges	-	2,920,000	2,920,000	2,920,000
Penalties and interest on taxes	-	320,000	320,000	320,000
Fees and rentals	-	400,000	400,000	400,000
Payments in lieu of taxes	-	520,000	520,000	520,000
Licenses and permits	-	900,000	900,000	900,000
Intergovernmental	-	8,040,350	8,040,350	8,040,350
Departmental and other	-	585,000	585,000	585,000
Investment income	-	75,000	75,000	75,000
Miscellaneous	-	185,000	185,000	185,000
TOTAL REVENUES	-	107,871,683	107,871,683	107,956,683
EXPENDITURES:				
Current:				
General government	953,595	6,102,120	7,055,715	7,006,040
Public safety	186,426	14,070,586	14,257,012	14,762,561
Education	3,715,436	50,790,256	54,505,692	54,455,692
Public works	691,149	6,079,010	6,770,159	6,826,701
Water and sewer	679,432	3,580,575	4,260,007	4,232,565
Human services	14,271	1,482,817	1,497,088	1,496,063
Culture and recreation	200,399	2,864,367	3,064,766	3,101,616
Pension benefits	-	6,411,901	6,411,901	6,454,901
Employee benefits	150,000	12,289,296	12,439,296	12,895,496
State and county charges	-	641,070	641,070	641,070
Debt service:				
Principal	-	3,647,930	3,647,930	3,647,930
Interest	-	1,978,300	1,978,300	1,978,300
TOTAL EXPENDITURES	6,590,708	109,938,228	116,528,936	117,498,935
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(6,590,708)	(2,066,545)	(8,657,253)	(9,542,252)
OTHER FINANCING SOURCES (USES):				
Premium from issuance of bonds	-	-	-	-
Transfers in	-	83,570	83,570	83,570
Transfers out	-	(205,000)	(205,000)	(1,455,315)
TOTAL OTHER FINANCING SOURCES (USES)	-	(121,430)	(121,430)	(1,371,745)
NET CHANGE IN FUND BALANCE	(6,590,708)	(2,187,975)	(8,778,683)	(10,913,997)
BUDGETARY FUND BALANCE, Beginning of year	20,659,668	20,659,668	20,659,668	20,659,668
BUDGETARY FUND BALANCE, End of year	$ 14,068,960	$ 18,471,693	$ 11,880,985	$ 9,745,671

See notes to required supplementary information.

Actual Budgetary Amounts	Amounts Carried Forward To Next Year	Variance to Final Budget
$ 87,539,787	$ -	$ (158,435)
281,902	-	281,902
3,525,991	-	567,880
3,636,394	-	836,394
743,470	-	188,470
3,223,094	-	303,094
383,922	-	63,922
342,461	-	(57,539)
520,347	-	347
2,046,545	-	1,146,545
8,006,555	-	(33,795)
819,410	-	234,410
128,378	-	53,378
202,641	-	17,641
111,400,897	-	3,444,214
5,543,194	1,164,205	298,641
13,791,132	842,311	129,118
47,642,531	5,861,338	951,823
6,450,934	516,501	(140,734)
3,813,706	388,295	30,564
1,423,385	10,859	61,819
3,013,800	18,718	69,098
6,454,052	-	849
12,080,516	96,717	718,263
601,693	-	39,377
3,647,930	-	-
1,955,513	-	22,787
106,418,386	8,898,944	2,181,605
4,982,511	(8,898,944)	5,625,819
374,786	-	374,786
195,711	-	112,141
(1,455,315)	-	-
(884,818)	-	486,927
4,097,693	(8,898,944)	6,112,746
20,659,668	-	-
$ 24,757,361	$ (8,898,944)	$ 6,112,746

Retirement System Schedules of Funding Progress and Employer Contributions

The Retirement System Schedule of Funding Progress presents multiyear trend information about whether the actuarial value of planned assets is increasing of decreasing over time relative to the actuarial accrued liability for benefits.

The Retirement System Schedule of Employer Contributions presents multiyear trend information for required and actual contributions relating to the cost-sharing plan as a whole, of which the Town is one participating employer, as well as the Town's proportionate share of the plan's annual contributions.

MIDDLESEX COUNTY CONTRIBUTORY RETIREMENT SYSTEM
SCHEDULE OF FUNDING PROGRESS

Actuarial Valuation Date	Actuarial Value of Assets (A)	Actuarial Accrued Liability (AAL) Entry Age (B)	Unfunded AAL (UAAL) (B-A)	Funded Ratio (A/B)	Covered Payroll (C)	UAAL as a Percentage of Covered Payroll ((B-A)/C)
01/01/12	$ 862,323,395	$ 1,974,144,909	$ 1,111,821,514	43.7%	$ 393,100,995	282.8%
01/01/10	819,987,914	1,743,581,707	923,593,793	47.0%	384,933,571	239.9%
01/01/08	774,863,669	1,529,806,307	754,942,638	50.7%	360,206,302	209.6%
01/01/06	653,156,866	1,364,582,969	711,426,103	47.9%	330,999,861	214.9%
01/01/04	618,163,380	1,223,828,127	605,664,747	50.5%	306,025,949	197.9%
01/01/02	599,699,143	1,020,828,178	421,129,035	58.7%	280,740,439	150.0%
01/01/00	570,263,467	905,280,472	335,017,005	63.0%	253,228,818	132.3%
01/01/98	476,708,969	763,093,878	286,384,909	62.5%	215,380,186	133.0%
01/01/96	373,750,361	634,920,488	261,170,127	58.9%	218,345,024	119.6%

The Town's share of the UAAL, as of January 1, 2013, is approximately 7.94%.

See notes to required supplementary information.

MIDDLESEX COUNTY CONTRIBUTORY RETIREMENT SYSTEM
SCHEDULE OF EMPLOYER CONTRIBUTIONS

	System Wide			Town of Burlington	
Plan Year Ended December 31	Annual Required Contributions	(A) Actual Contributions	Percentage Contributed	(B) Actual Contributions	(B/A) District's Percentage of System Wide Actual Contributions
2013	$ 81,697,040	$ 81,697,040	100%	$ 6,490,052	7.94%
2012	78,100,351	78,100,351	100%	6,210,291	7.95%
2012	74,773,596	74,773,596	100%	6,094,297	8.15%
2010	74,126,190	74,126,190	100%	5,993,783	8.09%
2009	71,233,749	71,233,749	100%	5,960,257	8.37%
2008	64,053,064	64,053,064	100%	5,347,677	8.35%
2007	57,553,642	57,553,642	100%	4,892,218	8.50%
2006	57,553,642	57,553,642	100%	4,361,931	7.58%
2005	52,298,150	52,298,150	100%	3,616,102	6.91%
2004	52,902,366	52,906,366	100%	2,750,499	5.20%

The Town's Actual Contributions equaled 100% of its Required Contributions for each year presented.

See notes to required supplementary information.

Other Postemployment Benefits Plan Schedules

The Schedule of Funding Progress compares, over time, the actuarial accrued liability for benefits with the actuarial value of accumulated plan assets.

The Schedule of Employer Contributions presents the employer's required and actual contributions to the plan as well as the total contributions to the plan.

The Schedule of Actuarial Methods and Assumptions presents factors that significantly affect the identification of trends in the amounts reported.

OTHER POSTEMPLOYMENT BENEFIT PLAN
SCHEDULE OF FUNDING PROGRESS

JUNE 30, 2013

Actuarial Valuation Date	Actuarial Value of Assets (A)	Actuarial Accrued Liability (AAL) Projected Unit Credit (B)	Unfunded AAL (UAAL) (B-A)	Funded Ratio (A/B)	Covered Payroll (C)	UAAL as a Percentage of Covered Payroll ((B-A)/C)
12/31/2012	$ 755,021	$ 102,278,451	$ 101,523,430	0.74%	$ 60,761,981	167.1%
12/31/2010	-	128,054,188	128,054,188	0.00%	58,507,552	218.9%
12/31/2007	-	137,797,088	137,797,088	0.00%	54,104,138	254.7%

See notes to required supplementary information.

OTHER POSTEMPLOYMENT BENEFIT PLAN
ACTUARIAL METHODS AND ASSUMPTIONS

FISCAL YEAR ENDED JUNE 30, 2013

Actuarial Methods:

Valuation date	December 31, 2012
Actuarial cost method	Project Unit Credit
Amortization method	Payment increasing at 4.0%
Remaining amortization period	30 years open
Asset valuation method	Market value

Actuarial Assumptions:

Discount rate	5.50%
Inflation rate	4.00%
Asset rate of return	8.00%
Medical/drug cost trend rate	8.00% decreasing by 0.50% to an ultimate level of 5.00%
Administrative expense increase rate	3.00%
Part B premium	6.00%

Plan Membership:

Current retirees, beneficiaries, and dependents	771
Current active members	580
Total	1,351

See notes to required supplementary information.

NOTE A - BUDGETARY BASIS OF ACCOUNTING

1. Budgetary Information

Municipal Law requires the adoption of a balanced budget that is approved by Town Meeting. The Finance and Advisory Board presents an annual budget to Town Meeting, which includes estimates of revenues and other financing sources and recommendations of expenditures and other financing uses. The Town Meeting, which has full authority to amend and/or reject the budget or any line item, adopts the expenditure budget by majority vote.

Increases or transfers between and within departments subsequent to the approval of the annual budget, requires majority Town Meeting approval via a supplemental appropriation.

The majority of appropriations are non-continuing which lapse at the end of each fiscal year. Others are continuing appropriations for which the governing body has authorized that an unspent balance from a prior fiscal year be carried forward and made available for spending in the current fiscal year. These carry forwards are included as part of the subsequent fiscal year's original budget.

Generally, expenditures may not exceed the legal level of spending (salaries, expenses and capital) authorized for an appropriation account. However, the Town is statutorily required to pay debt service, regardless of whether such amounts are appropriated. Additionally, expenditures for disasters, natural or otherwise, and final judgments may exceed the level of spending authorized by majority vote of Town Meeting.

An annual budget is adopted for the general fund in conformity with the guidelines described above. The original fiscal year 2013 approved budget authorized approximately $116,734,000 in appropriations and other amounts to be raised. During fiscal year 2013, Town Meeting also approved supplemental appropriations totaling approximately $2,220,000.

The Town Accountant's office has the responsibility to ensure that budgetary control is maintained. Budgetary control is exercised through the accounting system.

2. Budgetary - GAAP Reconciliation

For budgetary financial reporting purposes, the Uniform Municipal Accounting System basis of accounting (established by the Commonwealth) is followed, which differs from the GAAP basis of accounting. A reconciliation of budgetary-basis to GAAP-basis results for the general fund for the fiscal year ended June 30, 2013, is presented below:

Net change in fund balance - budgetary basis	$	4,097,693
Basis of accounting differences:		
Net change in revenue accruals		(28,214)
Increase in revenue due to on-behalf payments		11,781,000
Increase in expenditures due to on-behalf payments		(11,781,000)
Net change in expenditure accruals		(929,406)
Perspective difference:		
Perspective differences in reporting of sewer fund activities		1,105,111
Activity of the stabilization fund recorded in the general fund for GAAP		907,145
Net change in fund balance - GAAP basis	$	5,152,329

3. Excess of Expenditures over Appropriations

For the fiscal year ended June 30, 2013, actual expenditures exceeded appropriations for public works snow and ice budget. These over-expenditures will be raised and funded through available funds during fiscal year 2014.

NOTE B – PENSION PLAN

The Town contributes to the Middlesex Contributory Retirement System ("Retirement System"), a cost-sharing, multiple-employer defined benefit pension plan ("Plan") administered by the Middlesex Retirement Board. The Retirement System provides retirement, disability, and death benefits to members and beneficiaries. Chapter 32 of the MGL assigns authority to establish and amend benefit provisions of the Plan. Plan members are required to contribute to the Retirement System at rates ranging from 5% to 11% of annual covered compensation. The Town is required to pay into the Retirement System its share of the systemwide actuarially determined contribution which is apportioned among the employers based on active covered payroll.

The schedule of funding progress, presented as required supplementary information, following the notes to the basic financial statements, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability for benefits. Additionally, the schedule of employer contributions, presented as required supplementary information, following the notes to the basic financial statements, presents multiyear trend information for required and actual contributions relating to the cost-sharing plan as a whole, of which the Town is one participating employer, as well as the Town's proportionate share of the plan's annual contributions. This information is designed to be helpful for understanding the scale of the information presented relative to the Town.

The following actuarial methods and assumptions were used in the Retirement System's most recent actuarial valuation:

Valuation Date	January 1, 2012
Actuarial Cost Method	Entry Age Normal Cost Method
Amortization Method	Prior year's total contribution increased by 6.5% for fiscal 2014 through fiscal 2020, and thereafter the remaining unfunded liability will be amortized on a 4% annual increasing basis; ERI liability amortized in level payments.
Remaining Amortization Period	As of July 1, 2012, 7 years remaining for 2002 ERI liability; 8 years remaining for 2010 ERI liability and 23 years for remaining unfunded liability.
Asset Valuation Method	The difference between the expected return and the actual investment return on a market value basis is recognized over a 5 year period as described by Revenue Procedure 2000-40.

Actuarial Assumptions:

Investment rate of return	8.00%
Projected salary increases	4.75% for Group 1 and 5.25% for Group 4
Cost of living adjustments	3.00% on first $14,000 of retirement income

Plan Membership:

Retired participants and beneficiaries receiving benefits	4,886
Inactive participants with a return of their employee contributions	2,708
Inactive participants with a vested right to a deferred or immediate benefit	394
Active participants	8,979
Total	16,967

NOTE B – OTHER POST-RETIREMENT BENEFITS

The Town of Burlington administers a single-employer defined benefit healthcare plan ("the Retiree Health Plan"). The plan provides lifetime healthcare, dental and life insurance for eligible retirees and their spouses through the Town's health insurance plan, which covers both active and retired members, including teachers.

The Town currently finances its other postemployment benefits (OPEB) on a pay-as-you-go basis. As a result, the funded ratio (actuarial value of assets expressed as a percentage of the actuarial accrued liability) is 0.74%. In accordance with Governmental Accounting Standards, the Town has recorded its OPEB cost equal to the actuarial determined annual required contribution (ARC) which includes the normal cost of providing benefits for the year and a component for the amortization of the total unfunded actuarial accrued liability of the plan.

The Schedule of Funding Progress presents multi-year trend information which compares, over time, the actuarial accrued liability for benefits with the actuarial value of accumulated plan assets.

Projections of benefits for financial reporting purposes are based on the substantive plan and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

The Schedule of Actuarial Methods and Assumptions presents factors that significantly affect the identification of trends in the amounts reported.

MONDAY, JANUARY 28, 2013
FOGELBERG PERFORMING ARTS CENTER – BHS

At 7:02 P.M., the Town Meeting Members of Precinct 5 assembled to fill the vacancy created by the death of long time member John Hanley. Present and voting were: Chris Murphy Nominations were taken for James Halloran was the only nomination. Show of hands vote was taken and it unanimous James Halloran to serve until the next Annual Town Election. Business was concluded and the meeting was adjourned at 7:04 PM by Phil Gallagher, Moderator.

Attested by:
Amy E. Warfield
Town Clerk.

ADJOURNED TOWN MEETING
MONDAY, JANUARY 28, 2013

A quorum being present, the meeting was called to order at 7:34 PM. Audio/Video staff for tonight's meeting included: Jonathan DiRusso, Rachel Meurello, Nichokus Silva, Tim Mariorana and Samuel Cote. Phil Gallagher opened with the Pledge of Allegiance. The National Anthem and a Musical number from *Hairspray* were performed by Nicolette Moody which is the featured upcoming High School spring musical.

Motion made and seconded to adjourn to Wednesday, January 30th at 7:30PM if business is not concluded on this evening.

ARTICLE 1 **RE: Zoning Bylaw Amendments to Article VII "General Regulations", Section 7.1.0 "Access through other Districts"**

To see if the Town will vote to amend Article VII "General Regulations," Section 7.1.0 "Access through other Districts" as follows:

No access to or egress from any other zoning district, except OS, through the RO district shall be permitted, and no access or egress from the BN, BL, BG, BT, IH, IR, IG and PD districts shall be permitted in or through the RG or RC districts, and no access to or egress from residentially zoned land in a contiguous municipality shall be permitted, except over public ways, and private ways in use as public ways on January 31, 1977.

Or to act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant

Recommendations: Land Use - Unanimously
Planning 7-0-0

ACTION: Passed Unanimously

Approved by AG 3/13/13 Posted 3/15/13-4/15/13

ARTICLE 2 **RE: Zoning Bylaw Amendments to Article IV, Section 4.1.2 "Retroactive Special Permit" and Article VI "Nonconforming Uses and Structures"**

To see if Town Meeting will vote to amend the Zoning Bylaw of the Town of Burlington by amending Article IV, Use Regulations, by deleting existing Section 4.1.2 "Retroactive Special Permit" in its entirety and substituting the following Section 4.1.2 "Pre-Existing Uses."

Article IV Use Regulations:

4.1.2 Pre-existing Uses and Structures
Any use or structure existing and permitted as of right at the time of establishment, and subsequently subject to a special permit or prohibited shall be considered a pre-existing lawful nonconforming use or structure. Such pre-existing use or structure, may be continued subject to the maintenance of the then existing character and extent of operations and structures. A change in use, degree of use or structure shall be subject to Article VI and shall require a special permit as provided in Article IX, Sections 9.2.0 through 9.2, as may be applicable under those provisions.

AND further by deleting the existing Article VI "Nonconforming Uses and Structures" in its entirety and substituting the following new text:

Article VI: NONCONFORMING USES AND STRUCTURES

6.1.0 Applicability. This zoning by-law shall not apply to structures or uses lawfully in existence, or to a building or special permit issued before the first publication of notice of the public hearing required by G.L. c. 40A, s. 5 at which this zoning by-law, or any relevant part thereof, was adopted. Such prior, lawfully existing nonconforming uses and structures may continue, provided that no modification of the use or structure is accomplished, except as authorized hereunder.

6.1.1 Nonconforming Uses.

6.1.1.1 Alteration of a Nonconforming use
Nonconforming Uses may be altered upon a determination by the Inspector of Buildings under the following criteria so long as the alteration does not increase the nonconformity of said use. The following shall be deemed to increase the nonconformity of said use:

A change to the nature and purpose of the use as it existed when the zoning bylaw took effect; or

An increase in the degree of use; or,

An increase in impacts of the use on the neighborhood (such as noise, traffic, odor and environmental effects).

In the event that the Inspector of Buildings determines that the alteration of the nonconforming use increases the nonconformities under the above criteria, the Planning Board may, by special permit, allow such alteration where it determines that the proposed alteration will not be substantially more detrimental than the existing nonconforming use to the neighborhood. In making the determination that the alteration will not be substantially more detrimental, the Planning Board shall consider, without limitation, impacts upon the following: traffic volumes, traffic congestion, adequacy of infrastructure, noise, odor, scale, character and visual effects.

6.1.1.2 Expansion of a Nonconforming Use
The Planning Board may issue a special permit to expand a nonconforming use in accordance with this section only if it determines that such expansion of use shall not be substantially more detrimental than the existing nonconforming use to the neighborhood. The expansion of a preexisting nonconforming use shall be related to the general nature and purpose of the pre-existing nonconforming use. The addition of an unrelated (prohibited) use on the premises shall be deemed a change in nonconforming use. In making the determination that the extension will not be substantially more detrimental, the Planning Board shall consider, without limitation, impacts upon the following: traffic volumes, traffic congestion, adequacy of infrastructure, noise, odor, scale, character and visual effects. The Planning Board may not issue a special permit to change a nonconforming use to another nonconforming use.

6.1.2 Nonconforming Structures and Premises.

6.1.2.1 The Planning Board may issue a special permit to allow for the reconstruction, extension, or alteration, of a nonconforming structure or premises in accordance with this section only if it determines that such reconstruction, extension or alteration is not substantially more detrimental than the existing nonconforming structure to the premises, neighborhood and environment. The following including but not limited to types of changes to nonconforming structures may be considered by the Planning Board:

1. Reconstruction, extension or structural change of a nonconforming structure, including an increase to existing nonconformity, which does not create a new nonconformity. Each side yard setback shall be considered separately in the determination of the nature of the nonconformity.

2. Extension of an exterior wall at or along the same nonconforming distance within a required yard.

3. Alteration to provide for a substantially different purpose or for the same purpose in a substantially different manner or to a substantially greater extent.

4. Modification or alteration of the premises, including but not limited to parking, landscaping, or impervious surface area.

6.1.2.2 The Planning Board may through a favorable administrative finding allow for alteration of a nonconforming structure or premises in accordance with this section only if the alteration to the nonconformity on site is diminimus in nature, unchanged or is improved and after a determination that such alteration is not substantially more detrimental than the existing nonconforming structure or premises to the premises, neighborhood and environment.

6.1.3 Nonconforming Single and Two Family Residential Structures. Nonconforming single and two family residential structures may be reconstructed, extended, altered, or structurally changed upon a determination by the Inspector of Buildings under the criteria herein that such proposed reconstruction, extension, alteration, or change does not increase the nonconformity of said structure or premises. The following shall not be deemed to increase the nonconformity of single or two-family structures:

1. Alteration to a structure located on a lot with insufficient area which complies with all current setback, yard, building coverage, and building height requirements, where no new nonconformities are created.

2. Alteration to a structure located on a lot with insufficient frontage which complies with all current setback, yard, building coverage, and building height requirements, where no new nonconformities are created.

3. Alteration to a structure which encroaches upon one or more required yard or setback areas, where the alteration will comply with all current setback, yard, building coverage and building height requirements, where no additional nonconformities are created. Each side yard setback shall be considered separately in the determination of the nature of the nonconformity.

In the event that the Inspector of Buildings determines that the nonconforming nature of such structure would be increased by the proposed reconstruction, extension or alteration, the Planning Board may, by special permit, allow such reconstruction, extension, or alteration where it determines that the proposed modification will not be substantially more detrimental than the existing nonconforming structure to the neighborhood. The Planning Board may not authorize new nonconformities, where a pre-existing nonconformity does not exist. Each side yard setback shall be considered separately in the determination of the nature of the nonconformity. Introduction of any new nonconformity would require a variance from the Board of Appeals.

6.1.4 Abandonment or Non-Use. A nonconforming use or structure which has been abandoned, or not used for a period of two years, shall lose its protected status and be subject to all of the provisions of this Zoning Bylaw. The abandonment of a nonconforming use results from the concurrence of two factors; (1) the intent to abandon and (2) the voluntary conduct that carries the implication of abandonment.

6.1.5 Reconstruction after Catastrophe. Any nonconforming structure may be reconstructed after a catastrophe in accordance with the following provisions:

1. Reconstruction of said premises shall commence within two years after such catastrophe. Provided however that if a request to the Planning Board before the expiration of two years, the Planning Board may extend the time for reconstruction for up to 4 years from the date of the catastrophe if the Board find that the applicant has exercised due diligence.

6.1.6 Reversion to Nonconformity. No nonconforming use shall, if changed to a conforming use, revert to a nonconforming use.
Or to act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant

Recommendations: Planning Board – 7-0-0
Land Use - 3-0-0

ACTION: Standing vote was called for 81 for and 11 Opposed, so it passes.
Approved by AG 3/13/13 Posted 3/15/13-4/15/13

ARTICLE 3 RE: Zoning Bylaw Amendments to Article II "Definitions" and Article IV "Use Regulation Schedule" Hotel, Motor Hotel, Motel and Residence Hotel

To see if the Town will vote to amend Article II: Definitions of the Zoning Bylaw by deleting the text of Section 2.18.6 and replacing the text with the following:

2.18.6 Residence Hotel

A building or buildings containing not less than fifty (50) sleeping rooms for a fee, for transient guests which may provide for snacks or continental breakfast, in a public space, but not a formal restaurant or dining room for which additional charges are made, and which may also provide for cooking and private dining in individual rooms. A residence hotel/motel shall be located within 1,500 feet of Route 3 or Route 128/95.

And to amend Article II: Definitions by adding the following new Sections 2.8.6.1 and Section 2.8.6.2 as follows:

2.8.6.1 Hotel
A building or buildings containing not less than forty (40) sleeping rooms for a fee, for transient guests accessed primarily from interior lobbies or halls, and customary lodging services, including maid service, furnishing and upkeep of furniture and bed linens, and telephone and desk service for resident or transient guests with a provision for serving food in a dining room, but no cooking in rooms occupied by guests. A full service hotel shall include conference and meeting rooms, restaurants and recreational facilities.

2.8.6.2 Motor Hotel or Motel
A building or buildings containing sleeping rooms for a fee, for transient guests, accessed through an individual exterior door per unit or room without cooking facilities in rooms occupied by guests.

And further to amend Article IV, Section 4.2.0 "Use Regulations Schedule" to amend Section 4.2.1.3 by deleting the words "Motels" and "Motor Hotel" and further to strike "NO" under the IG District and replace with "SP" and further to create a new Section 4.1.3.2 "Motor Hotel or Motel" allowed by SP in the BT District, prohibited in all other districts, as follows:

See Table below
Or to act in any other manner in relation thereto.

MAIN MOTION: AS PRINTED IN THE WARRANT

RECOMMENDATION: PLANNING 7-0-0
Land Use 6-0-0

4.2.0 PRINCIPAL USE REGULATION SCHEUDLE

	USE DESIGNATION	DISTRICT										OVERLAY DISTRICTS				
4.2.1	RESIDENCE USES	RO	RG	RC	BN	BL	BG	BT	IG	IH	IR	OS	A	WR	CC	CBD
4.2.1.3	Hotel	NO	NO	NO	NO	NO	NO	NO	SP	SP	NO	NO	YES	YES	SP_1	SP_1
4.2.1.3.1	Residence hotel	NO	NO	NO	NO	NO	NO	NO	SP	SP	NO	NO	YES	YES	SP_1	SP_1
4.2.1.3.2	Motor Hotel or Motel	NO	NO	NO	NO	NO	NO	SP	NO	NO	NO	NO	YES	YES	NO	NO

ACTION: Passed Unanimously
Approved by AG 3/13/13 Posted 3/15/13-4/15/13

ARTICLE 4 RE: Zoning Bylaw Amendments to Article IV, Section 4.3.1.12 "The keeping of animals other than the usual Household pets, subject to the restrictions of the Board of Health" – Chickens

To see if Town Meeting will vote to amend the Zoning Bylaw of the Town of Burlington by amending Article IV Use Regulations, by amending existing Section 4.3.1.12 "The keeping of animals other than the usual household pets, subject to the restrictions of the Board of Health", to read as follows:

"The keeping of animals, other than the usual household pets or more than 6 hen chickens; subject to the restrictions of the Board of Health."
other than the usual household pets, subject to the restrictions of

the Board of Health", to read as follows:

"The keeping of animals, other than the usual household pets or more than 6 hen chickens; subject to the restrictions of the Board of Health."
Or to act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant

Recommendations: Planning Board 7-0-0
Land 6-0-0

ACTION: Standing Vote required 85 for and 6 opposed, the motion passes
Approved by AG 3/13/13 Posted 3/15/13-4/15/13

4.3.0 ACCESSORY USE REGULATION SCHEUDLE

USES NORMALLY ACCESSORY TO RESIDENTIAL PRINCIPAL USES	RO	RG	RC	BN	BL	BG	BT	IG	IH	IR	OS	A	WR	CC	CB D
The keeping of animals, other than the usual household pets or more than 6 hen chickens; subject to restrictions of the Board of Health	SP	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	YES	YES	YES	YES

ARTICLE 5 RE: Zoning Bylaw Amendments to Article X, to add a new Section 10.6: "Temporary Moratorium on Medical Marijuana Treatment Centers"

To see if the Town will vote to amend the Town's Zoning Bylaw by adding a new Section 10.6, **TEMPORARY MORATORIUM ON MEDICAL MARIJUANA TREATMENT CENTERS**, that would provide as follows, and further to amend the Table of Contents to add Section 10.6, Temporary Moratorium on Medical Marijuana Treatment Centers:

Section 10.6.1. PURPOSE

By vote at the State election on November 6, 2012, the voters of the Commonwealth approved a law regulating the cultivation, distribution, possession and use of marijuana for medical purposes. The law provides that it is effective on January 1, 2013 and the State Department of Public Health is required to issue regulations regarding implementation within 120 days of the law's effective date. Currently under the Zoning Bylaw, a Medical Marijuana Treatment Center is not a permitted use in the Town and any regulations promulgated by the State Department of Public Health are expected to provide guidance to the Town in regulating medical marijuana, including Medical Marijuana Treatment Centers. The regulation of medical marijuana raises novel and complex legal, planning, and public safety issues and the Town needs time to study and consider the regulation of Medical Marijuana Treatment Centers and address such novel and complex issues, as well as to address the potential impact of the State regulations on local zoning and to undertake a planning process to consider amending the Zoning Bylaw regarding regulation of Medical Marijuana Treatment Centers and other uses related to the regulation of medical marijuana. The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Medical Marijuana Treatment Centers so as to allow the Town sufficient time to engage in a planning process to address the effects of such structures and uses in the Town and to enact bylaws in a manner consistent with sound land use planning goals and objectives.

Section 10.6.2. DEFINITION

"Medical Marijuana Treatment Center" shall mean a "not-for-profit entity, as defined by Massachusetts law only, registered by the Department of Public Health, that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils or ointments), transfers, transports, sells distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to qualifying patients or their personal caregivers."

Section 10.6.3. TEMPORARY MORATORIUM

For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for a Medical Marijuana Treatment Center. The moratorium shall be in effect through June 30, 2014. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of medical marijuana in the Town, consider the Department of Public Health regulations regarding Medical Marijuana Treatment Centers and related uses, and shall consider adopting new Zoning Bylaws to address the impact and operation of Medical Marijuana Treatment Centers and related uses.
Or to act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant

Recommendations: Planning Board 7-0-0
Land Use 8-0-0

ACTION: Passed Unanimously
Approved by AG 3/13/13 Posted 3/15/13-4/15/13

ARTICLE 6 RE: Reports of Town Officers & Committees

To hear and act on the reports of the Town Officers and Committees; or to act in any other manner in relation thereto.

Ways and Means Report for FY 13 Free Cash 7 M, Stabilization 5 M, Budget Guideline was 4.5%. Local aid report Budget Guidelines by John Petrin Capitol Plan, Land for DPW and Fire.
ISAC report given by Gerald Beuchelt – result of the report was to join the IT departments across all the town, establishment of a CIO to provide leadership throughout the Town. Expenditures are low for a Town of our size. Spending is at 1.5% VS 3-4 % in Towns of equal size. Encouraged Town Meeting to support the hiring of the CIO position.

ARTICLE 7 RE: Home Rule Petition – Special Legislation Concerning Liquor Licenses

To see if the Town will vote to petition the General Court for special legislation authorizing the Town to issue ten (10) additional licenses for the sale of all alcoholic beverages to be drunk on premises under section 12 of chapter 138 of the General Laws not withstanding the maximum number of licenses authorized to be granted under section 17 of chapter 138 of the General Laws, or act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant

ACTION: POSTPONED INDEFINITELY

FINANCIAL ARTICLES

ARTICLE 8 RE: Transfer of Free Cash to Reserve Fund

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of $100,000 or any other amount from Free Cash to place in the Town's FY 2013 Reserve Fund, or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to transfer from Free Cash the sum of $100,000 to place in the Town's FY 2013 Reserve Fund.

Recommendations: W&Ms 11-0-0 in favor
Selectmen 5-0 in favor

ACTION: UNANIMOUSLY APPROVED MAIN MOTION

ARTICLE 9 RE: Transfer of Free Cash to Stabilization Fund

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of $750,000 or any other amount from Free Cash to place in the Town's Stabilization Account, or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to transfer from Free Cash the sum of $750,000 to place in the Town's Stabilization Account.

Recommendations: W&Ms Unanimously
Selectmen 5-0

ACTION: UNANIMOUSLY APPROVED MAIN MOTION

ARTICLE 10 RE: Transfer of Free Cash to OPEB Trust Fund

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of $500,000 or any other amount from Free Cash to place in the Town's OPEB (Other Post Employment Benefits) Trust Fund, or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to transfer from Free Cash the sum of $500,000 to place in the Town's OPEB (Other Post Employment Benefits) Trust Fund.

Recommendations: W&Ms 9-3 in favor
Selectment 5-0

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 11 RE: Transfer of Funds FY 2013 Various Accounts

To see if the Town will vote to transfer from available funds the sum of $93,000 or any other amount for the purpose of paying for expenses incurred in Fiscal Year 2013 to various accounts same to be expended under the direction of the appropriate authorities; or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to transfer from available funds the sum of $43,000 for the purpose of paying for expenses incurred in Fiscal Year 2013 to various accounts, same to be expended under the direction of the appropriate authorities as follows:

LINE ITEM#	FROM: SOURCES	
72	Rubbish & Garbage	$43,000
LINE ITEM#	**TO: USES**	
100	County Retirement	$43,000

Admended by Chris Murphy and Jim Connors on the floor to the amount of $93,000 –

LINE ITEM#	FROM: SOURCES	
72	Rubbish & Garbage	$43,000
22	Unemployment	$50,000
LINE ITEM#	**TO: USES**	
100	County Retirement	$43,000
68	School Operation	$50,000

Recommendations: W&Ms 4-6 against
Selectmen and School Comm. Signed an Agreement letter Unanimously in support of the amendment.

A

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 12 RE: Transfer of Insurance Reimbursement to Grandview Farm Account

To see if the Town will vote to transfer the sum of $28,522.79 from the Insurance Reimbursement Account to the Grandview Farm Account to pay for the damages caused by vandalism at Grandview Farm; or to act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant

Recommendations: Selectmen 5-0

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 13 RE: OPEB Actuarial Study

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of $20,000 or any other sum to conduct a re-analysis of the Town's liability for future retiree benefits to comply with requirements of the GASB 45 accounting standards, or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to transfer from free cash the sum of $20,000 or any other sum to conduct a re-analysis of the Town's liability for future retiree benefits to comply with requirements of the GASB 45 accounting standards, or to act in any other manner in relation thereto.

Recommendations: W&Ms Unanimously
Selectmen 5-0

ACTION: UNANIMOUSLY APPROVED MAIN MOTION

ARTICLE 14 RE: Will of Marshall Simonds

To see if the Town will vote to accept from the Trustees under the will of Marshall Simonds a sum of money for the maintenance and improvements of Simonds Park, same to be spent under the direction of the Recreation Commissioners; or to to act in any other manner in relation thereto

MAIN MOTION: As printed in the Warrant

Recommendations: W&Ms 11-0-0 in favor
CAP Budget 6-0-0 in favor
Land Use 7-0-0 in favor

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 15 RE: Proceed of Sales of 42 & 44 So. Bedford Street

To see if the Town will vote to transfer the sum of $521,600 from the sale of land account which represents the proceeds received from the sale of properties at 42 and 44 South Bedford Street to the Grandview Farm Account for the purpose of retiring the $300,000 in BANS previously approved for the construction of the new Grandview Barn and use the remaining balance to complete Phase II (the Interior of the Farmhouse) and to provide for all furniture, furnishings, A/V system; equipment etc., necessary for the on-going operation of the Grandview Farm Complex; or to act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant

Recommendations: W&MS Unanimously in favor
Selectmen Unanimously in favor
CAP Budget 5-0-0 in favor

ACTION: UNANIMOUSLY APPROVED MAIN MOTION

ARTICLE 16 RE: Grandview Farm Project (Phase IV)

To see if the Town will vote to transfer from available funds, borrow, or otherwise provide the sum of $500,000 for the purpose of completing the final phase (Phase IV) of the Grandview Farm Project comprising parking, landscaping, engineering design services and all other activities related to the site; or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to transfer from free cash the sum of $500,000 for the purpose of completing the final phase (Phase IV) of the Grandview Farm Project comprising parking, landscaping, engineering design services and all other activities related to the site.

Recommendations: W&Ms Unanimously in favor
Selectmen Unanimously in favor
CAP Budget 5-0-0 in favor

ACTION: UNANIMOUSLY APPROVED MAIN MOTION

ARTICLE 17 RE: Inflow/Infiltration Removal

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum of $440,000 or any other sum for the purpose of compliance with the Amended Administrative Consent Order issued by the Department of Environmental Protection to aggressively remove and remediate all sources of extraneous infiltration and inflow from the Burlington sewer system, or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote that the sum of $440,000 be and is hereby appropriated to pay costs of removing sources of infiltration and inflow into the Town's sewer system, as required under an Amended Administrative Consent Order issued by the Department of Environmental Protection, including the payment of all costs incidental and related thereto, and that to meet this appropriation, the Town Treasurer, with the approval of the Selectmen, is hereby authorized to borrow said amount under and pursuant to Chapter 44, Section 7(1) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore, provided, however, that the amount authorized to be borrowed hereunder shall be reduced to the extent of any grants or gifts received by the Town from the Massachusetts Water Resources Authority, or from any other source, on account of this project.

Recommendations: W&Ms 10-0-1 in favor
Selectmen and Cap Budget Unanimous

ACTION: UNANIMOUSLY APPROVED MAIN MOTION

ARTICLE 18 RE: Fire Engine Refurbishment / Replacement

To see if the Town will vote to transfer from free cash, the sum of *either* $265,000 for the refurbishment of Engine – 1
Or
$652,975 for the replacement of the same, to be spent under the direction of the Board of Selectman; or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to transfer from free cash, the sum of $265,000 for the refurbishment of Engine – 1.

Recommendations: W&Ms 10-0-1 in favor
Selectment and CAP Budget Unanimous in favor

ACTION: MAJORITY APPROVED MAIN MOTION

At 10:46 PM, a motion to adjourn was moved, seconded and so voted.

Attest:
Amy E. Warfield
Town Clerk

MONDAY, May 6 2013
Burlington Town Hall – Main Hearing Room

At 6:05 P.M., the meeting was called to order by Amy Warfield, Town Clerk, the Town Meeting Members of Precinct 3 and 7 assembled to fill the vacancies in their respective Precincts. Present from Pct 3 were Roger Riggs and Martha Simons, there were no nominations brought forward so it was determined that no vote would be taken and the Pct would reconvene on Monday, May 13th prior to Town Meeting.
Present from Pct 7 were, Miriam Kelly, Lorraine Wassermann and Maria O'Connor. Nominations were taken for Tammy Vallas, This was seconded and she was the only nomination. A voice vote was taken and it unanimous, Tammy Vallas will serve until the next Annual Town Election. There are still 4 Open Seats in this Pct. It was determined that meeting will be called for on Monday, May 13th at 7 PM for the Pct to meet and fill those seats
An Orientation meeting was held for New Town Meeting member. Business was concluded and the meeting was adjourned at 6:54 PM by Amy Warfield, Town Clerk.

Attested by:
Amy E. Warfield
Town Clerk.

ADJOURNED TOWN MEETING
MONDAY, May 13, 2013
FOGELBERG PERFORMING ARTS CENTER – BHS

At 7 P.M., the meeting was called to order by Amy Warfield, Town Clerk, the Town Meeting Members of Precinct 3 and 7 assembled to fill the vacancies in their respective Precincts. Present from Pct 3 were Mildred Nash, Mont Person, Martha Simon and Faydeen A Sateriale. There were no nominations at this time and the members would do some more recruiting of people from the Precinct for membership. Precinct 7 membership included Lorriane Wasserman, David Webb, Miriam Kelly, Andy Cody, Maria O'Connor and Tammy Vallas. Nominations were made for David Elins and Warren Baer. These were seconded and since they were the only nominations, the vote was taken with a show of hands. It was unanimous for both of them. David Elins and Warren Baer will serve until the next Annual Town Election

Business was concluded and the meeting was adjourned at 7:15 PM by Amy Warfield, Town Clerk.

A quorum being present, the meeting was called to order at 730 pm by the new Town Moderator, Charley Murphy The Police Color Guard presented the Colors and Charley Murphy opened the meeting with the Pledge of Allegiance. The Officers that responded to help in Boston after the bombing as part of the North Eastern Massachusetts Law Enforcement Council were recognized. They are Sgt. Tim McDonough, Sgt. Dan Hanafin, Patrolmen Charles Ferguson, Patrolman Dan Houston, Patrolman Joe Papsedero & K9 Havoc, Detective Matt Leary and Patrolmen Peter Abakharoun.
Introduction was made of the New Town Moderator, Charley Murphy. He also recognized the service of Phil Gallagher as Moderator. Charley also overviewed what he wanted for the tone of Town Meetings under his leadership. He reminded the members that he will be doing committee appointments and people should contact him via email if they are interested.
Audio/Video staff for tonight's meeting included: Jon DiRusso, Rachel Menillo, Timothy Maiorana, Robert Conley and Nicholas Silva.
He also recognized Christopher Hartling on his resent election to the Board of Selectmen and Mildred Nash's 40 years of service as a Town Meeting member. It was noted that John Giorgio, from Kopelman and Paige, was present.

Swearing in of the new members was done by the Town Clerk and the newly elected members were introduced.
He requested that a new Deputy Moderator be appointed. A request was made and accepted for Bruce Morey to be appointed.

Motion made and seconded to adjourn to Wednesday, May 15th at 7:30PM if business is not concluded on this evening. Motion was made that votes be taken by voice vote or show of hands. This was accepted. It was noted that Articles 2 and 24 have been withdrawn. Then Mr. Murphy moved into the business of the town with reading of the first article.

ARTICLE 1 RE: Reports of Town Officers & Committees

To hear and act on the reports of the Town Officers and Committees; or to act in any other manner in relation thereto.

Report of the Town by the Moderator on the state of the town. Mr. John Petrin, presented the budget overview for 2014. Overall Operating Budget increase is 4%, review of sources of revenues, tax rate, and levy increase of not more than 4.5%. It was noted that every effort was being taken for not increasing user fees. He reviewed the tax rates; Commercial rate of 31.70 and Residential rate of $11.85. He reported that the Burlington Local Economy continues to grow and is strong.
Second report was from Tim Cummings, chair of Ways and Means, reported on the guidelines for overall budget, reporting that the committee has been meeting over the past 4 months and had 15 plus meetings. In addition, there were subcommittee meetings to handle individual department budgets.
Don Lonrinovich, from Recreation reported on the status of issues under their responsibility. The major two are the stone wall on Church St bordering Simons Park (est. $525,000-530,000) and maintenance on the Town Common (est. $300,000). The Town Common sidewalks are not handicapped accessible as well as electrical issues on the common. The Recreation Commission will be applying for State Grant money, as they have with other large projects.

ACTION: REPORT ACCEPTED

ARTICLE 2 RE: Home Rule Petition

To see if the Town will vote to petition the General Court for special legislation authorizing the Town to issue additional licenses for the sale of all alcoholic beverages to be drunk on premises under section 12 of chapter 138 of the General Laws not withstanding the maximum number of licenses authorized to be granted under section 17 of chapter 138 of the General Laws, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court, and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public's objectives of this petition and to allow or act in any other manner in relation thereto.

MAIN MOTION: Postponed Indefinitely

ARTICLE 3 RE: Transfer of Funds FY 2013 Various Accounts

To see if the Town will vote to transfer from available funds the sum of $TBD or any other amount for the purpose of paying for expenses incurred in Fiscal Year 2013 to various accounts same to be expended under the direction of the appropriate authorities; or to act in any other manner in relation thereto.

MAIN MOTION:
To see if the Town will vote to transfer the sum of $333,300 from available funds for the purpose of paying for expenses incurred in Fiscal Year 2013 to various accounts, same to be expended under the direction of the appropriate authorities as follows:

LINE ITEM #	FROM:	SOURCES
12	Town Accountant - Salaries	$24,000
16	Treasurer Collector - Salaries	$ 5,000
21	Chapter 32B Health Insurance	$23,800
22	Unemployment	$80,000
33	Human Resources – Salaries	$32,500
46	Planning – Salaries	$40,000
51	Town Facilities – Salaries	$25,000
68	School – Special Ed.	$50,000
75	Board of Health – Salaries	$20,000
77	Board of Health – Special	$ 5,000
78	Council on Aging – Salaries	$12,000
91	Recreation Director – Salaries	$16,000

LINE ITEM #	TO:	USES
9	Selectmen – Salaries	$27,000
11	Selectmen - Special	$ 5,000
17	Treasurer Collector Expenses	$ 3,000
26	Medicare	$60,000
40	Town Clerk – Elections	$18,000
49	Board of Appeals – Advertising	$ 2,000
52	Town Facilities – Expenses	$52,000
55	Police – Special	$30,000
56	Fire – Salaries	$70,000
58	Fire – Special	$25,000
59	Building – Salaries	$ 5,000
60	Building – Expenses	$ 3,100
82	Veterans – Expenses	$ 700
83	Veterans – Aid to Veterans	$16,500
94	Recreation Maint. – Salaries	$16,000

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 4 RE: Fund FY 2014 Operating Budget

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum of money -- $111,150,019 -- sufficient to cover the requests of the various departments for Fiscal Year 2014; or to act in any other manner in relation thereto.

MAIN MOTION:
To see if the Town will vote to raise and appropriate the sum $111,150,019 to cover the requests of the various departments for Fiscal Year 2014.

Town of Burlington FY2014 Operating Budget

TOWN MEETING & REPORTS (Lines 1-2)			
1-	Salaries - Part Time	2,481.00	
2-	Expenses - Cont. Services	12,575.00	
	TOTAL MEETINGS & REPORTS		
	15,056.00		-24.93%
MODERATOR (Lines 3-4)			
3-	Salaries	150.00	
4-	Expenses - Mat. & Supp -		
	TOTAL MODERATOR		
	150.00		0.00%
WAYS AND MEANS (Lines 5-6)			
5-	Salaries - Part Time	2,800.00	
6-	Expenses - Mat. & Supplies	268.00	
	TOTAL WAYS & MEANS		
	3,068.00		0.00%
CAPITAL BUDGET COMMITTEE (Lines 7-8)			
7-	Salaries-Part Time	800.00	
8-	Expenses-Mat.& Supplies	-	
	TOTAL CAPITAL BUDGET		
	800.00		0.00%
TOWN ADM/SELECTMEN (Lines 9-11)			
9-	Salaries	479,408.00	
10-	Expenses	12,583.00	
11-	Special Accounts	16,500.00	
	TOTAL TOWN ADM/SELECTMEN	508,491.00	9.38%
ACCOUNTING (Lines 12-13)			
12-	Salaries	293,281.00	
13-	Expenses	5,035.00	
	TOTAL ACCOUNTING		
	298,316.00		0.23%
ASSESSORS (Lines 14-15)			
14-	Salaries	250,276.00	
15-	Expenses	108,300.00	
	TOTAL ASSESSORS		
	358,576.00		1.80%
TREASURER/COLLECTOR (Lines 16-18)			
16-	Salaries	591,630.00	
17-	Expenses	23,775.00	
18-	Special Accounts	100.00	
	TOTAL TAX COLL./TREASURER	615,505.00	
	1.95%		
CENTRAL ADMINISTRATION (Lines 19-28)			
19-	Central Supply	110,000.00	
20-	Central Machines	25,658.00	
21-	Chapter 32B - Health Ins. (AA)	11,400,000.00	
22-	Unemployment Comp (AA)	125,000.00	
23-	Pension Reimbursement (AA)	2,000.00	
24-	Town Insurance (AA)	700,000.00	
25-	Financial Audit (AA)	65,000.00	
26-	Medicare Tax (AA)	803,653.00	
27-	Chas George Settlement (AA)	-	
28-	4th of July/Town Event	-	
	TOTAL CENTRAL ADMIN.		
	13,231,311.00		0.31%
LEGAL (Lines 29-32)			
29-	Legal Fees	95,000.00	
30-	Collective Bargaining	98,000.00	
31-	Tax Title	2,500.00	
32-	Cable TV Negotiations	1,500.00	
	TOTAL LEGAL		
	197,000.00		4.23%
HUMAN RESOURCES (Lines 33-35)			
33-	Salaries	102,963.00	
34-	Expenses	2,085.00	
35-	Special Accounts	12,600.00	
	TOTAL - HUMAN RESOURCES		
	117,648.00		-4.41%
MANAGEMENT INFO. SYSTEMS (Lines 36-37)			
36-	Salaries	249,219.00	
37-	Expenses	125,750.00	
	TOTAL MIS		
	374,969.00		21.29%H

Discussion on Held item: Recommendation by Way's and Means was 8-1-0 in favor of this budget. PASSED

TOWN CLERK (Lines 38-40)
38- Salaries 241,419.00
39- Expenses 16,880.00
40- Special Accounts 22,197.00
TOTAL TOWN CLERK
280,496.00 -9.39%

REGISTRAR OF VOTERS (Lines 41-42)
41- Salaries 1,150.00
42- Expenses 6,900.00
TOTAL REGISTRARS
8,050.00 -1.83%

CONSERVATION (Lines 43-45)
43- Salaries 180,644.00
44- Expenses 3,030.00
45- Special Accounts 13,000.00
TOTAL CONSERVATION
196,674.00 1.64%

PLANNING BOARD (Lines 46-47)
46- Salaries 248,865.00
47- Expenses 18,761.00
TOTAL PLANNING BOARD
267,626.00 -3.89%

BOARD OF APPEALS (Lines 48-50)
48- Salaries – Part Time 11,369.00
49- Expenses –Mat & Supplies 250.00
50- Spec. Accts – Ads & Postage 6,000.00
TOTAL BOARD OF APPEALS
17,619.00 14.82%H
Discussion on increase in Postage. PASSED

TOWN FACILITIES (Lines 51-52)
51- Salaries 453,841.00
52- Expenses 510,973.00
TOTAL TOWN FACILITIES
964,814.00 3.27%

POLICE DEPARTMENT (Lines 53-55)
53- Salaries 6,233,029.95
54- Expenses 507,258.00
55- Special Accounts 329,950.00
TOTAL POLICE DEPARTMENT
7,070,237.95 4.68%

FIRE DEPARTMENT (Lines 56-58)
56- Salaries 5,623,685.00
57- Expenses 434,214.00
58- Special Accounts 143,860.00
TOTAL FIRE DEPARTMENT
6,201,759.00 1.82%

BUILDING DEPARTMENT (Lines 59-61)
59- Salaries 467,163.00
60- Expenses 26,522.00
61- Special Accounts 10.00
TOTAL-- BUILDING DEPT
493,695.00 3.61%

SEALER OF WEIGHTS (Lines 62-63)
62- Salaries -- Part Time -
63- Expenses 7,800.00
TOTAL SEALER OF WEIGHTS
7,800.00 0.00%

EMERGENCY MGT SERVICE (64-66)
64- Salaries 5,000.00
65- Expenses 18,600.00
66- Special Accounts 2.00
TOTAL EMERG. SERVICES
23,602.00 0.00%

SHAWSHEEN VALLEY TECH (Line 67)
67- TOTAL (AA)
1,417,940.00 1.79%

LOCAL EDUCATION (Line 68)
68- TOTAL - LOCAL EDUCATION
50,696,390.00 4.50%H
Discussion on Held item: Recommendation by Way's and Means was 5-4-0 in favor of this budget. PASSED

DEPT. OF PUBLIC WORKS (Lines 69-74)
69- Salaries 3,803,157.00
70- Expenses 2,522,970.00
71- Special Accounts 721,700.00
72- Rubbish and Garbage (AA) 1,721,000.00
73- Street Light (AA) 370,500.00
74- Swift Law (AA) 15,000.00
TOTAL – DPW
9,154,327.00 -0.89%

BOARD OF HEALTH (Lines 75-77)
75- Salaries 386,480.00
76- Expenses 60,400.00
77- Special Accounts 100,869.00
TOTAL – BOARD OF HEALTH
547,749.00 0.58%

COUNCIL ON AGING (Lines 78-80)
78- Salaries 279,648.00
79- Expenses 7,750.00
80- Special Accounts 6,888.00
TOTAL COUNCIL ON AGING
294,286.00 1.89%

VETERANS' SERVICES (Lines 81-83)
81- Salaries 128,793.00
82- Expenses 2,995.00
83- Special Accounts 128,000.00
TOTAL VETERANS SERVICES
259,788.00 8.68%

COMMUNITY LIFE CENTER (Lines 84-85)
84- Salaries 404,216.00
85- Expenses 23,929.00
TOTAL --COMM. LIFE CENTER
428,145.00 0.40%

DISABILITY ACCESS (Lines 86-87)
86- Salaries 2,368.00
87- Expenses 400.00
TOTAL DISABILITY ACCESS
2,768.00 2.10%

PUBLIC LIBRARY (Lines 88-90)
88- Salaries 1,044,428.00
89- Expenses 165,872.00
90- Special Accounts 156,000.00
TOTAL -- PUBLIC LIBRARY
1,366,300.00 0.57%

RECREATION DIRECTOR (Lines 91-93)
91- Salaries 536,040.00
92- Expenses 37,120.00
93- Special Accounts 13,620.00
TOTAL REC. DIRECTOR
586,780.00 3.05%

RECREATION MAINTENANCE (Lines 94-95)
94- Salaries 746,598.00
95- Expenses 208,041.00
TOTAL RECREATION MAINT.
954,639.00 3.00%

HISTORICAL COMMISSION (Line 96)
96- Expenses 1,590.00
TOTAL -- HISTORICAL COMM.
1,590.00 11.97%

DEBT SERVICE (Lines 97-98)
97- PRINCIPAL (AA)
3,946,363.00 6.72%
98- INTEREST (AA)
1,903,852.00 -3.76%

TOTAL DEBT SERVICE (AA)
5,850,215.00 3.07%

OTHER ACCOUNTS (99-104)
99- RESERVE FUND
200,000.00 0.0%
100-COUNTY RETIREMENT (AA)
7,020,840.00 8.77%H
Discussion on Held item: Recommendation by Way's and Means was Unanimously in favor of this budget. PASSED
101-NEG SETTLEMENTS
660,000.00 92.81%H
Discussion on Held item: Recommendation by Way's and Means was Unanimously in favor of this budget. PASSED
102-STABILIZATION (AA) 0.0%
103-53rd WEEK PAYROLL (AA) 0.0%
104-LOCAL TRANSPORT (AA)
155,000.00 0.00%H
Discussion on Held item: Recommendation by Way's and Means was 7-3-0 in favor of this budget. PASSED
105-CAPITAL IMPROVE (AA)
300,000.00 0.00%
continued to top of next column

Continuation of Article 4
It was motioned to go thru the budget any items needing addition discussion would be held. There were 6 items HELD. MIS, Board of Appeals, Local Education, County Retirement, Negotiated Settlement and Local Transportation. The held items totaled $58,924,818. The remaining items, $52,225,201 were passed with a majority voice vote. The HELD items were reviewed and after discussion were passed with a majority voice vote.

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 5 RE: Fund Revolving Account

To see if the Town will vote to authorize revolving funds for certain Town departments under Massachusetts General Laws Chapter 44, Section 53E½ for the Fiscal Year beginning July 1, 2013;
or to act in any other manner in relation thereto:

Town Meeting sets $ spending limit, not more than 10% of tax levy, employee benefit costs must be included.

Revolving Account	Spending Authority	Revenue Source	Allowed Expenses	Expenditure Limits	Year End Balance
Home Composting/ Rainwater Recycling	Public Works	Fees charged for compost bins/Rainwater Recycling Barrels	Purchase of compost bins/Rainwater Recycling Barrels	$10,000	Available for expenditure next year
Cross Connection-Backflow prevention	Public Works	Fees charged for testing devices that prevent mixing of potable and non-potable water	Contract services to EPA authorized vendors who perform the testing, surveys, and backflow tester salary.	$50,000	Available for expenditure next year
B-line Local Mini Bus	Public Works	Bus user fees	Salaries, expenses, contractual services to operate the in-town B-Line bus service.	$45,000	Available for expenditure next year
Nursing Programs & Services	Board of Health	Fees charged for medical diagnostic and screening services and Medicare or insurance reimbursements, i.e. Flu/Pneumonia vaccination	Medical equipment and supplies, immunizations, educational materials	$20,000	Available for expenditure next year
Plan Imaging	Building Department	2% of Building Department Fees Not to exceed $20,000 annually	Archival imaging of building permit drawings and specifications	$25,000	Available for expenditure next year
Sale of Recyclable Materials, Trash Bags and Toters	Board of Selectmen	Receipts from the Sale of Recyclable Material, Trash Bags and Toters	May be used to offset the cost of curbside collection and disposal of solid waste	$75,000	Available for expenditure next year
Sealer of Weights & Measures	Board of Selectmen	Fees charged for Weights & Measures Services	Costs associated with the administration of the Weights & Measures Program	$20,000	Available for expenditure next year
Ice Palace Improvement & Maintenance	Board of Selectmen	Rent from Lease	Improvements & Maintenance	$64,000	Available for Expenditure Next Year

MAIN MOTION: As printed in the Warrant

Recommendation: Ways and Means voted Unanimously in favor.

ACTION: PASSED UNANIMOUSLY

ARTICLE 6 RE: Fund FY 2014 Capital Budget

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of $ TBD or any other amount for the items contained within the following proposed Fiscal Year 2014 Capital Budget, same to be expended under the appropriate authorities as indicated:

MAIN MOTION:
To see if the Town will vote to transfer from Free Cash and Sewer Enterprise as follows, for those items contained within the following proposed Fiscal Year 2014 Capital Budget, same to be expended under the appropriate authorities as indicated:

PROJECT NUMBER	DEPT.	PROJECT NAME DESCRIPTION	SPENDING AUTHORITY	REQUEST AMOUNT
FROM FREE CASH (6-1) – (6-28):				
6-1	BCLC	Vehicle Replacement/Storage	Selectmen	$ 30,000
	W&Ms 11-0-0, Selectman 5-0-0, Cap Bud 7-0-0 **MAJORITY APPROVED**			
6-2	Building	Vehicle Replacement 4 Wheel Drive Vehicle	Selectmen	$ 25,000
	W&Ms 9-0-1, Selectman 5-0-0, Cap Bud 5-2-0: CAT2 **MAJORITY APPROVED**			
6-3	Building	Computer Hardware/Software Needs	Selectmen	$ 30,000
	W&Ms 8-1-1, Selectman 5-0-0, Cap Bud 0-6-1 **MAJORITY APPROVED**			
6-4	DPW	Sidewalk Restoration	Selectmen	$ 50,000
	W&Ms 12-0-0, Selectman 5-0-0, Cap Bud 7-0-0 **UNANIMIOUSLY PASSED**			
6-5	DPW	DPW/Stream Cleaning	Selectmen	$ 200,000
	W&Ms 12-0-0, Selectman 5-0-0, Cap Bud 7-0-0 **UNANIMIOUSLY PASSED**			
6-6	DPW	Traffic Light Repairs	Selectmen	$ 130,000
	W&Ms 12-0-0, Selectman 5-0-0, Cap Bud 7-0-0: CAT2 **MAJORITY APPROVED**			
6-7	DPW	Three Vehicle Replacements Trackless Machine, Utility Truck and Water Utility Truck	Selectmen	$ 247,700
	W&Ms 12-0-0, Selectman 5-0-0, Cap Bud 7-0-0: CAT3 **MAJORITY APPROVED**			
6-8	DPW	Water Distribution Hydraulic Model	Selectmen	$ 70,000
	W&Ms 12-0-0, Selectman 5-0-0, Cap Bud 7-0-0 **MAJORITY APPROVED**			
6-9	MIS	MIS Hardware/Software	Selectmen	$ 90,000
	W&Ms 12-0-0, Selectman 5-0-0, Cap Bud 0-6-1: CAT2 **MAJORITY APPROVED**			
6-10	PLANNING	Comprehensive Master Plan – Phase I	Planning	$ 50,000
	W&Ms 7-3-2, Selectman 5-0-0, Cap Bud 7-0-0: CAT1 **MAJORITY APPROVED**			

After competition of item 6-10 at 10:43 PM, a motion to adjourn was moved, seconded and so voted. Town Meeting will be reconvened on Wednesday, May 15, 2013, at 7:30 PM. The business of Town meeting will being with Article 6-11

Attest:
Amy E. Warfield
Town Clerk

ADJOURNED TOWN MEETING
WEDNESDAY, May 15, 2013
FOGELBERG PERFORMING ARTS CENTER – BHS

At 7:06 P.M., the Town Meeting Members of Precinct 3 assembled to fill the vacancy in their Precinct. Present from Pct 3 were, Faydeen A Sateriale, Stephen G. Marchese, Sheri Ellis, Martha Simon, James Frost, Gary Mercier, Mildred Nash, and Paul A. Valleli

Nominations were taken for Susan Martin, she was the only nomination. A voice vote was taken and it unanimous, Susan Martin will serve until the next Annual Town Election. Business was concluded and the meeting was adjourned at 7:10 PM by Amy Warfield, Town Clerk.

A quorum being present, the meeting was called to order at 7:31 pm. The Moderator opened the meeting the Pledge of Alliance. Audio/Video staff for tonight's meeting included: Jon DiRusso, Rachel Menillo, Timothy Maiorana, Robert Conley and Nicholas Silva. The Moderator requested that the voted method of vote would be a show of hands. The Moderator also requested if the business is not completed this evening we will adjourn to Monday, May 20 at 7:30 PM. These requests were accepted.
** Business resumed with Article 6 – 11 listed above.

Continuation of Article 6

6-11	RECREATION	Two Vehicle Replacements Two F350 - 4 Wheel Drive Pickup Trucks	Recreation Comm.	$ 83,000
	W&Ms 10-0-0, Selectman 5-0-0, Cap Bud 7-0-0 **UNANIMIOUSLY PASSED**			
6-12	RECREATION	Replacement Lawn Mower	Recreation Comm.	$ 12,000
	W&Ms 10-0-0, Selectman 5-0-0, **UNANIMIOUSLY PASSED**			

FINANCIAL ARTICLES CONTINUED

6-13	SCHOOL	Burlington School Department Van Replacement	School Comm	$ 33,400
	W&Ms 10-0-0, Selectman 5-0-0, Cap Bud 7-0-0	**UNANIMIOUSLY PASSED**		
6-14	SCHOOL	Burlington High School Dark Room/Art Studio	School Comm	$ 53,000
	W&Ms 10-0-0, Selectman 5-0-0, Cap Bud 7-0-0	**MAJORITY APPROVED**		
6-15	SCHOOL	Burlington High School Auditorium Stage Floor Replacement	School Committee	$ 37,500
	W&Ms 10-0-0, Selectman 5-0-0, Cap Bud 7-0-0	**MAJORITY APPROVED**		
6-16	SCHOOL	Fox Hill School Floor Replacement	School Committee	$ 15,000
	W&Ms 10-0-0, Selectman 5-0-0, Cap Bud 7-0-0	**MAJORITY APPROVED**		
6-17	SCHOOL	Fox Hill School Library HVAC Unit Replacement	School Committee	$ 22,000
	W&Ms 10-0-0, Selectman 5-0-0, Cap Bud 7-0-0	**MAJORITY APPROVED**		
6-18	SCHOOL	Pre-School Playground Replacement at Burlington High School	School Committee	$ 82,734
	W&Ms 10-0-0, Selectman 5-0-0, Cap Bud 7-0-0	**MAJORITY APPROVED**		
6-19	SCHOOL	System-Wide School Security Improve.	School Committee	$ 285,000
	W&Ms 9-1-0, Selectman 5-0-0, Cap Bud 7-0-0	**MAJORITY APPROVED**		
6-20	SCHOOL	Burlington High School "Rubber Gym" Renovations	School Committee	$ 266,500
	W&Ms 10-0-0, Selectman 5-0-0, Cap Bud 6-0-1	**MAJORITY APPROVED**		
6-21	TOWN CLERK	Replacement of Vitals Secure Room Door and Environmental Room Control in Clerk's Office	Town Clerk	$ 10,000
	W&Ms 12-0-0, Selectman 5-0-0, Cap Bud 7-0-0,	**MAJORITY APPROVED**		
6-22	TOWN FACILITES	Town Hall and Town Hall Annex Boiler Replacement	Selectmen	$ 165,000
	W&Ms 12-0-0, Selectman 5-0-0, Cap Bud 7-0-0	**MAJORITY APPROVED**		
6-23	TOWN FACILITES	Town Hall, Town Hall Annex and Library Paint, Carpet and Flooring	Selectmen	$ 45,000
	W&Ms 12-0-0, Selectman 5-0-0, Cap Bud 7-0-0,	**MAJORITY APPROVED**		
6-24	TOWN FACILITES	Fire Station (Main)Back Wall Repair	Selectmen	$ 10,000
	W&Ms 12-0-0, Selectman 5-0-0,	**MAJORITY APPROVED**		
6-25	TOWN FACILITES	Town Facilities Assessment	Selectmen	$ 60,000
	W&Ms 12-0-0, Selectman 5-0-0, Cap Bud 7-0-0	**FAILED TO PASS**		
6-26	TOWN FACILITES	Historic Museum and Old West Repairs	Selectmen	$ 15,000
	W&Ms 12-0-0, Selectman 5-0-0, Cap Bud 7-0-0	**MAJORITY APPROVED**		
6-27	TOWN FACILITES	Town Hall and Town Hall Annex Repairs	Selectmen	$ 45,000
	W&Ms 12-0-0, Selectman 5-0-0, Cap Bud 7-0-0	**MAJORITY APPROVED**		
6-28	TREASURER	Konica Minolta High Speed Printer	Treasurer/Collector	$ 26,397
	W&Ms 12-0-0, Selectman 5-0-0, Cap Bud 0-6-1,	**MAJORITY APPROVED**		

FROM SEWER ENTERPRISE (6-29):

6-29	DPW	Critical Sewer System Repairs	Selectmen	$ 260,000
	W&Ms 12-0-0, Selectman 5-0-0, Cap Bud 7-0-0,	**MAJORITY APPROVED**		

NOTE: Total amount to be transferred from Free Cash would be $2,129,231. The transfer from Sewer Enterprise would be $260,000.

ACTION: see votes for individual line items

Request was made to take ARTICLE 16 TAKEN OUT OF ORDER

ARTICLE 16 RE: Purchase of Building

To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase, gift, eminent domain, or otherwise, the building and land located at 33 Center Street as Map 29, Parcel 105, currently owned by the Trustees of Timmike Realty Trust and described in a deed recorded in Book 11504, Page 509 in the Southern Middlesex Registry of Deeds, for general municipal purposes and for the purpose of extending the campus of the Town Hall complex; and further to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of $700,000 or any other sum for the purpose of funding said acquisition; or to act in any other manner in relation thereto.

MAIN MOTION:
To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase, gift, eminent domain or otherwise, the building and land located at 33 Center Street as Map 29, Parcel 105, currently owned by the Trustees of Timmike Realty Trust and described in a deed recorded in Book 11504, Page 509 in the Southern Middlesex Registry of Deeds, for general municipal purposes and for the purpose of extending the campus of the Town Hall complex, including the payment of all costs incidental and related thereto, and to appropriate the sum of $700,000 for this purpose; that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to Chapter 44, Section 8(5) and Section 7(3) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor.

Recommendations: Ways & Mean 9-2-1,
Cap Budget 7-0-0, Selectmen 4-0-0,
Land Use no position taken

ACTION: 2/3 VOTE REQUIRED, STANDING VOTE TAKEN 72 for AND 12 against, MOTION PASSES

ARTICLE 7 RE: Water Distribution System Upgrades

To see if the Town will vote to raise and appropriate, transfer from available funds or borrow to otherwise provide the sum of $500,000, or any other sum, for the purpose of funding Water Distribution System Upgrades, same to be spent under the direction of the Town Administrator, or to act in any other manner in relation thereto.

MAIN MOTION:
To see if the Town will vote that $500,000 is appropriated to pay costs of replacing water mains in the Burlington Mall Road area, between South Bedford Street and Stony Brook Road, as well as any other water mains disturbed during the Terrace Hall project, including the payment of all costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to Chapter 44, Section 8(5) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor.

Recommendations: Ways & Mean 11-0-0, Cap Bud 7-0-0, Selectmen 5-0-0,

ACTION: 2/3 VOTE REQUIRED, PASSED UNANIMIOUS

ARTICLE 8 RE: Grandview Farm Debt Service

To see if the Town will vote to transfer the sum of $87,085 from the Land Exchange Development Agreement (LEDA) Fund from the Gutierrez Company for the purpose of paying the Fiscal Year 2014 debt service on the Town's July 1, 2009 Grandview Remodeling Bond; or to act in any other manner in relation thereto.

MAIN MOTION:
To see if the Town will vote to transfer the sum of $87,085 from the Land Exchange Development Agreement (LEDA) Fund from the Gutierrez Company for the purpose of paying the Fiscal Year 2014 debt service on the Town's July 1, 2009 Grandview Remodeling Bond.

Recommendations: Ways & Mean 11-0-0, Selectmen 5-0

ACTION: 2/3 REQUIRED; PASSED UNANIMIOUS

ARTICLE 9 RE: Sewer Services Enterprise Fund MWRA Assessment

To see if the Town will vote to raise and appropriate the sum of $4,961,962 to operate the FY 2014 Sewer Services Enterprise of which $4,961,962 will come from the FY 2014 Sewer Services Enterprise Estimated Revenue Account; or to act in any other manner in relation thereto.

MAIN MOTION:
To see if the Town will vote to transfer the sum of $4,961,962 to operate the FY 2014 Sewer Services Enterprise of which $4,961,962 will come from the FY 2014 Sewer Services Enterprise Estimated Revenue Account.

Recommendations: Ways & Means 11-0-0, Selectmen 5-0

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 10 RE: Sewer I/I Fund

To see if the Town will vote to transfer from the Sewer Inflow/Infiltration fund the sum of $98,560 for the purpose of paying the FY2014 debt service on the Town's three existing 0% MWRA loans, or to act in any other manner in relation thereto.

ARTICLE 10 continued:
MAIN MOTION:
To see if the Town will vote to transfer the sum of $98,560 from the Sewer Inflow/Infiltration Fund for the purpose of paying the FY2014 debt service on the Town's three existing 0% MWRA loans.

Recommendations: Ways & Means 12-0-0, Selectmen 5-0, Cap Bud 6-0-0

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 11 RE: Collaborative Disposal Five-Year Municipal Solid Waste Contact

To see if the Town will vote to authorize the Board of Selectmen to enter into a contract agreement of up to five years (subject to annual appropriation) for the disposal of municipal solid waste for the Town of Burlington, or to act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant

Recommendations: Ways & Means 12-0-0, Selectmen 5-0

ACTION: PASSED UNANIMIOUS

ARTICLE 12 RE: Chapter 90

To see if the Town will vote to accept the Chapter 90 allocation of $1,650,000 and appropriate the sum of $1,650,000 for the purpose of funding roadway improvements, same to be spent under the direction of the Town Administrator; or to act in any other manner in relation thereto.

MAIN MOTION:
To see if the Town will vote to accept the Chapter 90 allocation of $1,650,000 and appropriate the sum of $1,650,000 for the purpose of funding roadway improvements, same to be spent under the direction of the Town Administrator.

Recommendations: Ways & Means 12-0-0, Selectmen 5-0, Cap Bud 7-0-0

ACTION: PASSED UNANIMIOUS

ARTICLE 13 RE: Will of Marshall Simonds

To see if the Town will vote to accept from the Trustees under the will of Marshall Simonds the sum of $80,000 for the improvement of Simonds Park, same to be expended under the direction of the Recreation Commissioners; or to act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant

Recommendations: Ways & Means 12-0-0, Cap Bud 7-0-0

ACTION: PASSED UNANIMIOUS

ARTICLE 14 RE: Fund the Burlington Police Patrolmen's Association Contract

To see if Town Meeting will vote to transfer from the FY2013 Negotiated Settlement Account the sum of $45,849 for the purpose of funding the approved Collective Bargaining Agreement between the Town of Burlington and the Burlington Police Patrolmen's Association for FY2013, same to be spent under the appropriate authority; or to act in any other manner in relation thereto.

ARTICLE 14 continued:
MAIN MOTION:
To see if the Town will vote to transfer from the FY2013 Negotiated Settlement Account the sum of $ 45,849 for the purpose of funding the approved Collective Bargaining Agreement between the Town of Burlington and the Burlington Police Patrolmen's Association for FY2013, same to be spent under the appropriate authority

Recommendations: Ways & Means 10-0-2,
Selectmen 4-0-1

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 15 RE: Property Due Diligence

To see if the Town will vote to amend Article 14 of the January 23, 2012 Town Meeting to include the purpose of a fire station in funding the due diligence activities related to the purchase of property for the DPW Operations facility including but not limited to title research, appraisals, engineering and structural analysis, to determine the suitability of the property and plan the construction of the improvements; or to act in any other manner in relation thereto.

MAIN MOTION: As printed in the Warrant

Recommendations: Ways & Means 9-0-1, Selectmen 5-0,
Cap Bud 7-0-0

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 16 TAKEN OUT OF ORDER See above

ARTICLE 17 RE: Burlington High School Practice Field Drainage

To see if the Town will vote to appropriate $537,000 or some other amount, to be expended at the direction of the School Committee, to pay the cost of Practice Field drainage improvements at Burlington High School, including the payment of all costs incidental and related thereto, and to determine whether such amount should be raised by taxation, transfer from available funds, by borrowing or otherwise; or to act in any other manner in relation thereto.

MAIN MOTION:
To see if the Town will vote to transfer from free cash, the sum of $ 537,000 for the purpose of Practice Field drainage improvements at Burlington High School, same to be spent under the direction of the School Committee.

Recommendations: Ways & Means 10-0-0, Cap Bud 3-4-0

AMENDMENT TO THE MOTION:
It was moved by Tom Killilea and seconded to amend the amount of the warrant article to be $431,925.00, this is the amount of the lowest bid that has been submitted.

Amendment was voted and passed by a Majority.

ACTION: ON THE MOTION AS AMENDED MAJORITY APPROVED MAIN MOTION

ARTICLE 18 RE: School Community Custodial Services

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum of $ 34,306 or any other sum, to be expended under the direction of the Burlington School Committee for the purpose of Community Custodial Fees for the events to be covered for Burlington Scout Organizations. PTO Meetings, Boosters, Citations, Youth Basketball, Youth Volleyball, Youth Baseball Association, Pop Warner, Hockey, Soccer and Skating Associations and other non profit Burlington Civic Organizations; or to act in any other manner in relation thereto.

ARTICLE 18 continued:

MAIN MOTION:
To see if the Town will vote to transfer the sum of $34,306 from Free Cash for the purpose of Community Custodial Fees for FY 2014 for the events to be covered for Burlington Scout Organizations. PTO Meetings, Boosters, Citations, Youth Basketball, Youth Volleyball, Youth Baseball Association, Pop Warner, Hockey, Soccer and Skating Associations and other non profit Burlington Civic Organizations, to be spent under the direction of the School Committee

Recommendations: Ways and Means 9-1-0,
Selectmen took no vote

ACTION: MAJORITY APPROVED MAIN MOTION

Motion was made to adjourn at 10:35 PM, it was moved and seconded but the vote failed to pass, business was continued.

ARTICLE 19 RE: Fourth of July Parade

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of $10,000 to pay for expenses associated with the annual 4th of July parade and to do or act in any other manner in relation thereto.

MAIN MOTION:
To see if the Town will vote to transfer the sum of $10,000 from Free Cash to be expended at the direction of the Board of Selectmen to pay the costs associated with the annual 4th of July parade.

Recommendations: Ways and Means 11-1-0,
Selectmen 4-0

ACTION: MAJORITY APPROVED MAIN MOTION

Motion to adjourn at 10:44 PM and motion was seconded and so moved. Town Meeting will be reconvened on Monday, May 20, 2013, at 7:30 PM. The business of Town meeting will being with Article 20

Attest:
Amy E. Warfield
Town Clerk

ADJOURNED TOWN MEETING
MONDAY, May 20, 2013
FOGELBERG PERFORMING ARTS CENTER – BHS

Meeting was called to order at 7:36 PM and opening with the Pledge of Allegiance, lead by Town Moderator, Charley Murphy. Technical support was provided by BHS Students Rachel Merullo, Tim Maiorana, Bo Conley, Jon DiRusso and Nick Silva. Motion was made to reconvene on Wednesday, May 22 at 7:30 PM if the business is not completed tonight. The body was also reminded about the motion to reconsider Article 4 which would be taken up at the end of business. A report was given by John Petri about plans for September Town Meeting. About overall report/plan for Facilities and status for Assistant TA and Facilities Manager position will be presented at that time. Business resumes:

GENERAL BYLAW ARTICLES

ARTICLE 20 RE: Amend General By-Law, Article XIV, Section 4.2.2, Earth Removal, Earth Moving and Addition of Fill

To see if the Town will vote to amend the Section 4.2.2 of the General Bylaws, Article XIV, Environment, Earth Removal, Earth Moving and Addition of Fill, to insert a new section, 4.2.2.9, as follows:

The Board of Selectmen may waive strict compliance with the standards in Section 4.2.4, 4.2.5 and 4.2.6 when the applicant demonstrates that doing so serves the public interest and will not compromise the goals and objectives of this bylaw.

MAIN MOTION: As printed in the Warrant

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 21 RE: General Bylaw Amendments to Article XIII Section 2.4 "Kennels" (Housekeeping)

To see if the Town will vote to amend Article XIII Section 2.4 "Kennels" as follows: (Change is underlined – deleted part with strike thru.)

2.4 Kennels
Any owner/keeper of four dogs or more, three months old or over, shall apply for a kennel license from the Town Clerk. Kennel licenses shall not be issued unless the Animal Control Officer and the Board of Health have made a favorable recommendation to the Town Clerk ~~and unless a license has been obtained from the Board of Health~~. The recommendation of the Animal Control Officer shall be based on the annual inspection of the premises as provided in Chapter 140 Section 137C of the Mass. General Laws in addition to complaints registered and violations committed in the previous 12 month period against the owner/keeper.

A "kennel" constitutes one pack or collection of dogs on a single premise, whether maintained for breeding, sale, training, hunting, or other purposes, including a shop where dogs are on sale, and also including every pack or collection of more than three dogs three months old or over owned or kept by a person on a single premise, irrespective of the purpose for which they are maintained.
Continues on next column:
The Clerk shall upon application issue without charge a kennel license to any domestic charitable corporation incorporated exclusively for the purpose of protecting animals from cruelty, neglect or abuse and for the relief of suffering among animals.

MAIN MOTION: As printed in the Warrant

ACTION: PASSES UNANIMOUSLY

ARTICLE 22 Re: Support a Constitutional Amendment to Stipulate that Corporations are Not People and Do Not Enjoy the First Amendment Rights of People

To see if the Town of Burlington will vote to support a resolution for an amendment to the US Constitution and, also, to direct the Board of Selectmen to send a letter indicating that support to Burlington's US Representative and US Senators as indicated below:

WHEREAS, for the past three decades, a divided United States Supreme Court has erroneously transformed the Bill of Rights into a powerful tool for corporations seeking to evade and invalidate the people's laws, and has compromised the integrity of our democratic process by striking down legislation aimed at mitigating the disproportionate influence of money in policy making; and,
WHEREAS, the expenditure of unlimited money in elections threatens to overwhelm our individual voices in the democratic process and to facilitate the undue influence of well-financed special interests in government; and,
WHEREAS, the U.S. Constitution was adopted and ratified to protect the free speech and other rights of people, not corporations and other artificial entities; and,
WHEREAS, corporations can and do make important contributions to our society using unique advantages that government has granted them, corporations are not themselves members of 'We the People' by whom and for whom our Constitution was established, and are subject to regulation as the people, through their elected representatives, may deem reasonable; and,
WHEREAS, the impact of the Court's decisions in Citizens United v. Federal Election Commission and others will be felt at the local, state, and federal level as big campaign donors seek to dominate policy making; and,
WHEREAS, Article V of the United States Constitution empowers and obligates the people of the United States of America to use the constitutional amendment process to correct clear threats to our democracy and our republican form of self-government;

NOW, THEREFORE, BE IT RESOLVED that we the citizens of Burlington, Massachusetts, petition the U.S. Congress to pass and send to the states an amendment to the U.S. Constitution that would affirm that corporations are not entitled to the constitutional rights of human beings, and that Congress, and state and local governments may place limits on political advertising, contributions and expenditures from any source.
AND, BE IT FURTHER RESOLVED that a copy of this resolution shall be sent to every member of the Massachusetts congressional delegation as well as the state representative(s) and state senator(s) representing the town of Burlington.

Motion was made to amend the Article by Steve Stamm, it was seconded. The amended would delete the 3rd and 4th WHEREAS paragraphs and change the paragraph beginning with NOW, THEREFORE to state:

> NOW, THEREFORE, BE IT RESOLVED that we the citizens of Burlington, Massachusetts, petition the U.S. Congress to pass and send to the states an amendment to the U.S. Constitution that would affirm that ~~corporations are not entitled to the constitutional rights of human beings, and that~~ Congress, and state and local governments may place limits on advertisements impacting the health and safety of the public and ~~political~~ political advertisements, contributions and ~~expenditures~~ from any source.

(Deleted work with ~~strikethrough~~, additions underlined)

ACTION: The vote to amend Failed.

MAIN MOTION: As printed in the Warrant

ACTION: MAJORITY APPROVED MAIN MOTION
Hand count was done 49 for and 30 against.

ARTICLE 23 RE: Non-Zoning Wetlands Protection Bylaw Article XIV

To see if the Town will vote to delete from the General Bylaws, the existing provisions in Article XIV, Environment, Section 1.0, Wetlands, and to adopt the following provisions, except to the extent that the provisions of the existing Bylaw shall apply to certain projects as expressly set forth below:

1.0 Wetlands Protection Bylaw

1.1. Purpose

The purpose of this Bylaw is to protect the wetlands, water resources, flood prone areas, and adjoining upland areas in the Town of Burlington by controlling activities deemed by the Conservation Commission likely to have a significant effect on resource area interests deemed important to the community (collectively, the "resource area interests protected by this Bylaw"). These include but are not limited to the following:

- public or private water supply
- groundwater supply
- flood control
- erosion and sedimentation control
- storm damage prevention including water quality
- prevention and control of pollution
- fisheries
- wildlife habitat
- rare species habitat including rare plant and animal species
- recreational and educational values

This Bylaw is intended to utilize the Home Rule authority of Burlington so as to protect the resource areas under the Wetlands Protection Act (M.G.L. Ch.131 §40; the Act) to a greater degree, to protect additional resource areas beyond the Act recognized by the Town as significant, to protect all resource areas for their additional values beyond those recognized in the Act, and to impose in local regulations and permits additional standards and procedures stricter than those of the Act and regulations thereunder (310 CMR 10.00), subject, however, to the rights and benefits accorded to agricultural uses and structures of all kinds under the laws of the Commonwealth and other relevant Bylaws of the Town of Burlington. This Bylaw shall not be applicable to projects for which a Determination of Applicability, Order of Conditions, Order of Resource Area Delineation or other permit under the Massachusetts Wetlands Protection Act has been issued and is valid or if an application for one of the foregoing is pending at the effective date of this Bylaw. The Bylaw provisions in effect prior to the effective date of this Bylaw shall apply to a project for which such approval has been issued or for which such application is pending.

1.2. Jurisdiction
Except as permitted by the Conservation Commission no person shall remove, fill, dredge, build upon, degrade, discharge into, or otherwise alter the following resource areas as defined in the Burlington Wetland Bylaw Regulations: any freshwater wetlands; marshes; wet meadows; bogs; swamps; vernal pools; springs; banks; reservoirs; lakes; ponds; beaches; lands under water bodies; lands subject to flooding by groundwater or surface water; or lands adjoining these resource areas out to a distance of 100 feet, known as the buffer zone. The Commission may establish performance standards for work within the buffer zone to protect the aforementioned resource areas, however, the buffer zone itself is not a resource area.

Except as permitted by the Conservation Commission, no person shall remove, fill, dredge, build upon, degrade, discharge into, or otherwise alter the following resource areas: streams; brooks; creeks; rivers; lands adjoining these waterways out to a distance of 200 feet, known as the riverfront area. Said 200-foot riverfront resource area shall apply to all streams shown on the map "Regulatory Streams of Burlington" to be adopted and incorporated in regulations, whether the stream is perennial or intermittent.

All said resource areas (collectively the "resource areas protected by this Bylaw") shall be protected whether or not they border surface waters.

1.3. Exemptions and Exceptions
The applications and permits required by this Bylaw shall not be required for work performed for normal maintenance or improvement of land in agricultural and aquacultural use as defined by the Wetlands Protection Act regulations at 310 CMR 10.04.

The applications and permits required by this Bylaw shall not be required for maintaining, repairing, or replacing, but not substantially changing or enlarging, an existing and lawfully located structure or facility used in the service of the public to provide electric, gas, water, telephone, telegraph, or other telecommunication services, provided that written notice has been given to the Conservation Commission prior to commencement of work, and provided that the work conforms to any performance standards and design specifications in regulations adopted by the Commission.

The applications and permits required by this Bylaw shall not be required for emergency projects necessary for the protection of the health and safety of the public, provided that the work is to be performed by or has been ordered to be performed by an agency of the Commonwealth or a political subdivision thereof; provided that advance notice, oral or written, has been given to the Commission prior to commencement of work or within 24 hours after commencement; provided that the Commission or its agent certifies the work as an emergency project; provided that the work is performed only for the time and place certified by the
Commission for the limited purposes necessary to abate the emergency; and provided that within 21 days of commencement of an emergency project a permit application shall be filed with the Commission for review as provided by this Bylaw. Upon failure to meet these and other requirements of the Commission, the Commission may, after notice and a public hearing, revoke or modify an emergency project approval and order restoration and mitigation measures.

Other than stated in this Bylaw or in regulations adopted by the Commission, subsequent exemptions created under the Wetlands Protection Act (M.G.L. Ch. 131 §40) and regulations (310 CMR 10.00) shall not apply under this Bylaw.

1.4. Applications and Fees
A written permit application shall be filed with the Conservation Commission to perform activities with the potential to affect resource areas protected by this Bylaw. The Commission may accept digital electronic copies in lieu of paper copies. The permit application shall include such information and plans as are deemed necessary by the Commission to describe proposed activities and their effects on the resource areas protected by this Bylaw. No activities shall commence without receiving and complying with a permit issued pursuant to this Bylaw.

The Commission, in an appropriate case, may accept as the application and plans under this Bylaw any application and plans filed under the Wetlands Protection Act (M.G.L. Ch. 131 §40) and regulations (310 CMR 10.00), but the Commission is not obliged to do so.

Any person desiring to know whether or not a proposed activity or an area is subject to this Bylaw may in writing request a determination from the Commission. Such a Request for Determination of Applicability (RDA) or Abbreviated Notice of Resource Area Delineation (ANRAD) filed under the Act shall include information and plans as are deemed necessary by the Commission.

At the time of an application, the applicant shall pay a filing fee specified in regulations of the Commission. The fee is in addition to that required by the Wetlands Protection Act and regulations.
Additionally, pursuant to M.G.L. Ch. 44 §53G and regulations promulgated by the Commission, the Commission may impose reasonable fees upon applicants for the purpose of securing outside consultants including engineers, wetlands scientists, wildlife biologists or other experts in order to aid in the review of proposed projects. Such funds shall be deposited with the town treasurer, who shall create an account specifically for this purpose.

Additional consultant fees may be requested where the requisite review is more expensive than originally calculated or where new information requires additional consultant services.

Only costs relating to consultant work done in connection with a project for which a consultant fee has been collected shall be paid from this account, and expenditures may be made at the sole discretion of the Commission. Any consultant hired under this provision shall be selected by, and report exclusively to, the Commission. The Commission shall provide applicants with written notice of the selection of a consultant, identifying the consultant, the amount of the fee to be charged to the applicant, and a request for payment of that fee. Notice shall be deemed to have been given on the date it is mailed or delivered. The applicant may withdraw the application or request within five (5) business days of the date notice is given without incurring any costs or expenses.

The entire fee, at a mutually agreed upon amount, must be received before the initiation of consulting services. Failure by the applicant to pay the requested consultant fee within ten (10) business days of the request for payment shall be cause for the Commission to declare the application administratively incomplete and deny the permit without prejudice, except in the case of an appeal. The Commission shall inform the applicant and Department of Environmental Protection (DEP) of such a decision in writing.

The applicant may appeal the selection of an outside consultant to the selectboard, who may disqualify the consultant only on the grounds that the consultant has a conflict of interest or is not properly qualified. The minimum qualifications shall consist of either an educational degree or three or more years of practice in the field at issue, or a related field. The applicant shall make such an appeal in writing, and must be received within fifteen (15) business days of the date that request for consultant fees was made by the Commission. Such appeal shall extend the applicable time limits for action upon the application.

1.5. Notice and Hearings

Any person filing any application permit other than an RDA, shall at the same time give written notice thereof, by certified mail (return receipt requested) or hand delivered, to all abutters at their mailing addresses shown on the most recent applicable tax list of the assessors, including owners of land directly opposite on any public or private street or way, and abutters to the abutters within 100 feet of the property line of the applicant, including any in another municipality or across a body of water. The notice shall state a brief description of the project or other proposal and the date of any Commission hearing or meeting date if known. The notice to abutters also shall include a copy of the application or request, with plans, or shall state where copies may be examined and obtained by abutters. An affidavit of the person providing such notice, with a copy of the notice mailed or delivered, shall be filed with the Commission. When a person requesting a determination is other than the owner, the request, the notice of the hearing and the determination itself shall be sent by the Commission to the owner as well as to the person making the request.

The Commission shall conduct a public hearing on any permit application (or public meeting for an RDA) with written notice given at least seven days prior to the hearing at the expense of the applicant, in a newspaper of general circulation in the municipality. The Commission shall commence the public hearing or public meeting within 21 days from receipt of a completed permit application, RDA, or ANRAD unless an extension is authorized in writing by the applicant. The Commission shall have authority to continue the hearing, with the applicant's consent, to a specific date announced at the hearing or meeting, for reasons stated at the hearing or meeting, which may include the need for additional information from the applicant or others as deemed necessary by the Commission in its discretion, based on comments and recommendations of the boards and officials listed in §1.6.

The Commission shall issue its permit, in writing within 21 days of the close of the public hearing thereon unless an extension is authorized in writing by the applicant. The Commission in an appropriate case may combine its hearing under this Bylaw with the hearing conducted under the Wetlands Protection Act (G.L. Ch.131 §40) and regulations (310 CMR 10.00).

1.6. Coordination with Other Boards

Any person filing a permit application, other than an RDA, with the Conservation Commission shall provide a copy thereof at the same time, by certified mail (return receipt requested) or hand delivery, to the Board of Selectmen, Planning Board, Board of Health, and Engineering Department. Digital electronic copies may be submitted in lieu of paper copies. A copy shall be provided in the same manner to the Commission of the adjoining municipality, if the property for which the application has been filed is within 100 feet of that municipality. An affidavit of the person providing notice, with a copy of the notice mailed or delivered, shall be filed with the Commission. The Commission shall not take final action until the above boards and officials have had 10 calendar days from receipt of notice to file written comments and recommendations with the Commission, which the Commission shall take into account but which shall not be binding on the Commission. The applicant shall have the right to receive any comments and recommendations, and to respond to them at a hearing or meeting of the Commission, prior to taking final action.

1.7. Permits and Conditions

If the Conservation Commission, after a public hearing or meeting, determines that the activities which are subject to the permit application, or the land and water uses which will result therefrom, are likely to have a significant effect on the resource area values protected by this Bylaw, the Commission, within 21 days of the close of the hearing or meeting, shall issue or deny a permit for the activities requested. The Commission shall take into account the extent to which the applicant has avoided, minimized and mitigated any such effect.

If a permit is issued, the Commission shall impose conditions deemed necessary or desirable to protect said resource area values, and all activities shall be conducted in accordance with those conditions. Where no conditions are adequate to protect said resource area values, the Commission is empowered to deny a permit for failure to meet the requirements of this Bylaw. The Commission may also deny a permit:

- for failure to submit necessary information and plans requested by the Commission;
- for failure to comply with the procedures, design specifications, performance standards, and other requirements in regulations of the Commission; or
- for failure to avoid, minimize or mitigate unacceptable significant or cumulative effects upon the resource area values protected by this Bylaw.

Due consideration shall be given to any demonstrated hardship on the applicant by reason of denial, as presented at the public hearing. The Commission may waive specifically identified and requested procedures, design specifications, performance standards, or other requirements set forth in its regulations, provided that: the Commission finds in writing after said public hearing that there are no reasonable conditions or alternatives that would allow the proposed activity to proceed in compliance with said regulations; that avoidance, minimization and mitigation have been employed to the maximum extent feasible; and that the waiver is necessary to accommodate an overriding public interest or to avoid a decision that so

restricts the use of the property as to constitute an unconstitutional taking without compensation.
In reviewing activities within the buffer zone, the Commission shall presume the buffer zone is important to the protection of other resource areas because activities undertaken in close proximity have a high likelihood of adverse impact, either immediately, as a consequence of construction, or over time, as a consequence of daily operation or existence of the activities. These adverse impacts from construction and use can include erosion, siltation, loss of groundwater recharge, poor water quality, and loss of wildlife habitat. The Commission may establish, in its regulations, design specifications, performance standards, and other measures and safeguards, including setbacks, no-disturb areas, no-build areas, and other work limits for protection of such lands, including strips of continuous, undisturbed vegetative cover, unless the applicant convinces the Commission that the area or part of it may be disturbed without harm to the values protected by the Bylaw.

In reviewing activities within the riverfront area, the Commission shall presume the riverfront area is important to all the resource area values unless demonstrated otherwise, and no permit issued hereunder shall permit any activities unless the applicant, in addition to meeting the otherwise applicable requirements of this Bylaw, has proved by a preponderance of the evidence that (1) there is no practicable alternative to the proposed project with less adverse effects, and that (2) such activities, including proposed mitigation measures, will have no significant adverse impact on the areas or values protected by this Bylaw. The Commission shall regard as practicable an alternative which is reasonably available and capable of being done after taking into consideration the proposed property use, overall project purpose (e.g., residential, institutional, commercial, or industrial), logistics, existing technology, costs of the alternatives, and overall project costs.

To prevent resource area loss, the Commission shall require applicants to avoid alteration wherever feasible; to minimize alteration; and, where alteration is unavoidable and has been minimized, to provide full mitigation. The Commission may establish, in its regulations, design specifications, performance standards, and/or other measures and safeguards, including the establishment of thresholds and limitations on amounts of permissible alteration of resource areas. The Commission may authorize or require replication of wetlands as a form of mitigation, but only with specific plans, professional design, proper safeguards, adequate security, and professional monitoring and reporting to assure success, because of the high likelihood of failure of replication. Because of the uncertainty of the long-term viability of created wetlands, the Commission may, in its regulations, establish replication to fill ratio requirements exceeding 1:1.

If wetland resource areas are to be altered, the Commission may require a wildlife habitat study of the project area, to be paid for by the applicant, whenever a resource area alteration is proposed that exceeds thresholds established in regulations. The decision shall be based upon the Commission's estimation of the importance of the habitat area considering (but not limited to) such factors as proximity to other areas suitable for wildlife, importance of wildlife "corridors" in the area, or actual or possible presence of rare plant or animal species in the area. The work shall be performed by an individual who at least meets the qualifications set out in the wildlife habitat section of the Wetlands Protection Act regulations (310 CMR 10.60).

A permit shall expire three years from the date of issuance. At the discretion of the Commission, any permit may be renewed for additional three-year periods, provided that requests for renewals are received in writing by the Commission prior to each expiration. Notwithstanding the above, a permit may identify requirements which shall be enforceable for a stated number of years, indefinitely, or until permanent protection is in place, and shall apply to all present and future owners of the land.

For good cause the Commission may revoke any permit issued under this Bylaw after notice to the holder, the public, abutters, and town boards, pursuant to §1.5 and §1.6, and after a public hearing.

Amendments to permits shall be handled in the manner set out in the Wetlands Protection Act regulations and policies thereunder.

The Commission in an appropriate case may combine the decision issued under this Bylaw with the permit issued under the Wetlands Protection Act and regulations.

No work proposed in any application shall be undertaken until the permit, issued by the Commission with respect to such work, has been recorded in the registry of deeds or, if the land affected is registered land, in the registry section of the land court for the district wherein the land lies, and until the holder of the permit certifies in writing to the Commission that the document has been recorded.

The resource area "vernal pools", as defined in the regulations, includes all vegetated habitats within one-hundred feet of the seasonal high water of said pools. The Commission shall presume that both the inundated and adjacent upland areas provide essential habitat functions. This presumption may be overcome only by the presentation of credible evidence which, in the judgment of the Commission, demonstrates that the pool or adjacent upland does not provide essential habitat functions. Any formal evaluation shall be performed by an individual who at least meets the qualifications under the wildlife habitat section of the Wetlands Protection Act regulations (310 CMR 10.60).

1.8. Regulations
At a public meeting and in accordance with the Open Meeting Law, the Conservation Commission may promulgate rules and regulations to effectuate the purposes of this Bylaw, effective when voted and filed with the town clerk. Failure by the Commission to promulgate such rules and regulations or a legal declaration of their invalidity by a court of law shall not act to suspend or invalidate the effect of this Bylaw. At a minimum these regulations shall reiterate the terms defined in this Bylaw, define additional terms not inconsistent with the Bylaw, and establish filing and consultant fees.

1.9. Definitions
Except as otherwise provided in this by-law or in regulations of the Commission, the definitions of terms in this Bylaw shall be as set forth in the Wetlands Protection Act, MGL c. 131, § 40, and regulations, 310 CMR 10.00, thereunder.

1.10. Security
As part of a permit issued under this Bylaw, in addition to any security required by any other municipal or state board, agency, or official, the Conservation Commission may require that the performance and observance of the conditions imposed thereunder (including conditions requiring mitigation work) be secured wholly or in part by one or both of the methods described below:

(a) By a proper bond, deposit of money or negotiable securities under a written third-party escrow arrangement, or other undertaking of financial responsibility sufficient in the opinion of the Commission, to be released in whole or in part upon issuance of a COC for work performed pursuant to the permit.

(b) By accepting a conservation restriction, easement, or other covenant enforceable in a court of law, executed and duly recorded by the owner of record, running with the land to the benefit of the Town of Burlington whereby the permit

conditions shall be performed and observed before any lot may be conveyed other than by mortgage deed. This method shall be used only with the consent of the applicant.

1.11. Enforcement
No person shall remove, fill, dredge, discharge into, build upon, degrade, or otherwise alter resource areas protected by this Bylaw, or cause, suffer, or allow such activity, or leave in place unauthorized fill, or otherwise fail to restore illegally altered land to its original condition, or fail to comply with a permit or an enforcement order issued pursuant to this Bylaw.

The Conservation Commission, its agents, officers, and employees shall have authority to enter upon privately owned land for the purpose of performing their duties under this Bylaw and may make or cause to be made such examinations, surveys, or sampling as the Commission deems necessary, subject to the constitutions and laws of the United States and the Commonwealth.

The Commission shall have authority to enforce this Bylaw, its regulations, and permits issued thereunder by letters, phone calls, electronic communication and other informal methods, violation notices, non-criminal citations under M.G.L. Ch. 40 §21D, the Town of Burlington Bylaws, Article 1, General Provisions, §4, and civil and criminal court actions. Any person who violates provisions of this Bylaw may be ordered to restore the property to its original condition and take other action deemed necessary to remedy such violations, or may be fined, or both.

Upon request of the Commission, the Board of Selectmen and Town Counsel may take legal action for enforcement under civil law. Upon request of the Commission, the chief of police may take legal action for enforcement under criminal law. Municipal boards and officers, including any police officer or other officer having police powers, shall have authority to assist the Commission in enforcement.

Any person who violates any provision of this Bylaw, or regulations, permits, or administrative orders issued thereunder, may be punished by a fine of not more than $300. Each day or portion thereof during which a violation continues, or unauthorized fill or other alteration remains in place, shall constitute a separate offense, and each provision of the Bylaw, regulations, permits, or administrative orders violated shall constitute a separate offense.

As an alternative to criminal prosecution in a specific case, the Commission may issue citations with specific penalties pursuant to the non-criminal disposition procedure set forth in M.G.L. Ch. 40 §21D, which has been adopted by the Town in the General Bylaws, Article 1, §4.

Any person who purchases, inherits or otherwise acquires real estate upon which work has been done in violation of the provisions of this Bylaw, or in violation of any order issued under this Bylaw, shall forthwith comply with any such order or restore such land to its condition prior to any such violation; provided, however, that no action, civil or criminal, may be brought against such person unless such action is commenced within three years following the recording of the deed of the date or the death by which such real estate was acquired by such person.

The Board of Selectmen may, upon request of the Conservation Commission, instruct Town Counsel to take such legal action as may be necessary to restrain a violation of this Bylaw and enforce the orders of the Conservation Commission hereunder, and the Town Counsel shall forthwith comply with such instructions.

1.12. Burden of Proof
The applicant for a permit shall have the burden of proving by a preponderance of the credible evidence that the work proposed in the permit application will not have unacceptable significant or cumulative effect upon the resource area values protected by this Bylaw. Failure to provide adequate evidence to the Conservation Commission supporting this burden shall be sufficient cause for the Commission to deny a permit or grant a permit with conditions.

1.13. Appeals
A decision of the Conservation Commission may be reviewable in the superior court in accordance with M.G.L. Ch. 249 §4.

1.14. Relation to the Wetlands Protection Act
This Bylaw is adopted under the Home Rule Amendment of the Massachusetts Constitution and the Home Rule statutes, independent of the Wetlands Protection Act (G.L. Ch. 131 §40) and regulations (310 CMR 10.00) thereunder. In the event of an ambiguity or conflict as to the meaning of any "resource area" or other definitions, the definitions in this Bylaw or regulations promulgated under this Bylaw shall control. It is the intention of this Bylaw that the purposes, jurisdiction, authority, exemptions, regulations, specifications, standards, and other requirements shall be interpreted and administered as stricter than those under the Wetlands Protection Act and regulations.

1.15. Severability
The invalidity of any section or provision of this Bylaw shall not invalidate any other section or provision thereof, nor shall it invalidate any permit, approval or determination which previously has been issued.

And to amend the Town's General Bylaws, Article 1, General Provisions, Section 4.0, as follows:
In the line regarding Article XIV, Section 1.9, Wetlands, delete "1.9" and replace it with "1.11"

Or to act in any manner in relation thereto.

Amendment was made by Steve Stamm and seconded, after discussion.

ACTION: The vote to amend Failed.

MAIN MOTION: As printed in the Warrant

Recommendations: Land Use 8-0-0 on the
Main motion as printed.

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 24 **Re: General Bylaw Amendment to add Section 6.0: OUTDOOR LIGHTING to Article XIII: PUBLIC SAFETY and to approve the Town of Burlington Guide to Outdoor Lighting Regulations**

To see if the Town of Burlington will add the following paragraphs as Section 6.0 Outdoor Lighting Guide to Article XIII: Public Safety of the General By-Laws and to approve the *Guide to Outdoor Lighting Regulations* or to act in any manner in relation thereto.

Article XIII: PUBLIC SAFETY
6.0 Outdoor Lighting
6.1 Purpose
The purpose of this bylaw is to improve Health and Safety in the Town by reducing or eliminating Glare which can cause harmful visual disability and creates a safety hazard to residents of the community. Also, to reduce or eliminate Light Trespass which may be harmful to the wellbeing of neighbors, abutters, automobile operators, and the Burlington Ecosystem. This can be achieved by good design of lighting fixtures.
6.2 Definitions
Definitions of Lighting Terms – are provided in Section 1.7 of the Glossary of Outdoor Lighting Terms and are a part of the Town of Burlington *Guide to Outdoor Lighting Regulations*
6.3 Guide to Outdoor Lighting Regulations

6.4 Applicability

6.4.1 Implementation of new or replacement outdoor lighting must conform to the Town of Burlington *Guide to Outdoor Lighting Regulations*. New and Redevelopment sites in all districts of the town must include an "Outdoor Lighting Plan" with specifications that conform to the Town of Burlington *Guide to Outdoor Lighting Regulations* or obtain a Special Permit for reasonable financial hardship exceptions. All LUMINAIRES used outdoors, on any LOT undergoing new development, or a major modification or expansion under a Site Plan Permit must conform to the Guide. A major modification or expansion, as used here, shall mean that more than 10% of the LUMINAIRES on the LOT are added, modified, moved, or replaced.

6.4.2 After completion of a purchase and sale agreement for Real Estate, the buyer must review the Town of Burlington *Guide to Outdoor Lighting Regulations* and upgrade or remove non-compliant outdoor lighting before an occupancy permit is granted.

6.4.3 LUMINAIRES installed before the effective date of this bylaw, while non-conforming, shall be maintained in accordance to prior requirements or, if necessary, modified to conform to the *Guide to Outdoor Lighting Regulations*.

6.5 Standards

6.5.1 For a LUMINAIRE design and shielding to be acceptable, it must conform to the Guide to Outdoor Lighting. Shielding may use reflective material which redirects light back toward the target area, thus conserving energy.

6.5.2 Control of LIGHT TRESPASS and GLARE

6.5.2.1 Provisions in the Lighting Plan must be made to prevent LIGHT TRESPASS in accordance with Section 9.3.4.5 of the Zoning By-Laws, September, 2011. The Lighting Plan (Section 14.4) shall include calculations or measurements demonstrating that the LIGHT TRESPASS criterion will be met. The most common engineering solutions to prevent Light Trespass are to use the minimal amount of illumination necessary and to direct light downward and away from abutting lots and/or employ shielding.

6.5.2.2 Strobes, searchlights, flashing lights, and laser illumination, are prohibited except as allowed under Section xx.5 (Exemptions).

6.6. Hours of Operation

6.6.1 All non-residential OUTDOOR LIGHTING, with the exception of STREETLIGHTS and Safety or Security Lighting must be turned off before and after the business operating time-frame as defined in the *Guide to Outdoor Lighting Regulations*.

6.6.2 Lighting of the United States Flag and public monuments is exempt from the *Guide to Outdoor Lighting Regulations*

6.7 Special Provisions – EXEMPTOINS

6.7.1 Temporary holiday lighting.

6.7.2 Emergency lighting.

6.7.3 Warning and Alarm lights

6.8 Enforcement

Enforcement of the Outdoor Lighting By-Laws shall be by the Building Inspector in accordance with Section 9.1.0, inclusive, of the Zoning By-Laws.

6.9 Fines for Violations

First Violation: written warning from the Building Inspector
Second Violation: $50.00 Fine
Third and Subsequent Violations: $100.00 per day

MAIN MOTION: As printed in the Warrant

ACTION: Withdrawn

ZONING BYLAW ARTICLES

ARTICLE 25 RE: Rezone City of Boston Property to Open Space District

To see if the Town will vote to rezone the following parcels from RO (One Family Dwelling) District to OS (Open Space) District, and amend the Town of Burlington Zoning Map accordingly, as follows:

Property known as City of Boston land, also referred to as the Cummings Estate or Mary Cummings Park, comprised of lands shown on Assessor's Map 54 as Parcels 13-0 (6.1 acres), 13-1 (1.5 acres), 16-1 (1.0 acres) and 18-1 (1.9 acres) as of the date of filing with the filing with the Selectman for inclusion on the warrant, or to act in any other manner in relation thereto.

MAIN MOTION:
To see if the Town will vote to rezone the following parcels from RO (One Family Dwelling) District to OS (Open Space) District, and amend the Town of Burlington Zoning Map accordingly, as follows:

Property known as City of Boston land, also referred to as the Cummings Estate or Mary Cummings Park, comprised of lands shown on Assessor's Map 54 as Parcels 13-1 (1.5 acres), 16-1 (1.0 acres) and 18-1 (1.9 acres) or any subdivisions thereof, as of the date of filing with the filing with the Selectman for inclusion on the warrant

Recommendations: Planning 7-0-0, Land Use

ACTION: PASSES UNANIMOUSLY

Resolution to reconsider
ARTICLE 4: Local Education Line item 68.

A motion was made by Carol Perna and seconded to Reconsider Article 4: Line Item: 68: Local Education. After discussion on the question to reconsider, a standing vote was taken.

ACTION: The vote was a counted show of hands - 29 For and 45 Against. It failed to get to a 2/3 majority necessary for Reconsideration.

At 9:04 PM, a motion to adjourn was moved, seconded and so voted.

Attest:
Amy E. Warfield
Town Clerk

MONDAY, September 23, 2012
FOGELBERG PERFORMING ARTS CENTER – BHS
prior to Town Meeting

At 7 P.M., the meeting was called to order by Amy Warfield, Town Clerk, the Town Meeting Members of Precinct 5 and 7 assembled to fill the vacancies in their respective Precincts. Present from Pct 5 were Pat Angelo, Adrienne Gerbrands, Richard Melo, Frank P. O'Brien, Mary Ellen Osowski, Michele Prendergast, David Tait, Norman Steeves and Ernie Zabolotny. There were three nominations which were Jo Roy, Joe Calandrelli and Linda Roscoe. A secret ballot was taken and Jo Roy won with 5 votes cast for her. There were Precinct 7 membership present including David Castellano, Anne Coady, Marjorie Foster, Miriam Kelly, Maria O'Connor, Jonathan Sachs, Tammy Vallas and Lorraine Wassermann. Nominations were made for Benjamin Cohen. This was seconded and since he was the only nomination, the vote was taken with a show of hands. It was unanimous for Mr Cohen.
Both members will serve until the next Annual Town Election

Business was concluded and the meeting was adjourned at 7:18 PM by Amy Warfield, Town Clerk.

ADJOURNED TOWN MEETING
MONDAY, September 23, 2012
FOGELBERG PERFORMING ARTS CENTER – BHS

A quorum being present, the meeting was called to order at 7:32 pm by Town Moderator, Charley Murphy.
Audio/Video staff for tonight's meeting included: Matthew Martin, Rachel Menillo, Timothy Maiorana, Jennifer Reale Paul Terranova.
It was noted that John Giorgio, from Kopelman and Paige, was present.

Motion made and seconded to adjourn to Wednesday, September 25th at 7:30 PM if business is not concluded on this evening. Motion to accept a hand count was made, second and pass a majority vote. Method of voting for Majority votes tonight will be by a show of hands.

ARTICLE 1 RE: Reports of Town Officers & Committees

To hear and act on the reports of the Town Officers and Committees; or to act in any other manner in relation thereto.
John Petrin reported
John Sanchez announced the work on the pump station at Terrace Hall is almost complete and will have a ribbon cutting on Oct 3rd.

ARTICLE 2 RE: 2014 Annual Town Election Date

To see if the Town will vote to set the date of the 2014 Annual Town Election as Saturday, April 12, 2014; or to act in any manner in relation thereto.

MAIN MOTION: As Printed in the Warrant

ACTION: UNANIMIOUSLY APPROVED

ARTICLE 3 RE: Home Rule Petition

Special Legislation Concerning Liquor Licenses

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation substantially in the form set forth in Exhibit "A" annexed hereto authorizing the Town to issue within certain identified locations, twelve (12) additional licenses for the sale of all alcoholic beverages to be drunk on premises and two (2) additional licenses for the sale of wine and malt beverages to be drunk on premises; and provided further that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen is authorized to approve amendments which shall be within the scope of the general public objectives of the petition; or to act in any other manner in relation thereto.

MAIN MOTION: As Amended on the floor by Sonia Rollins – The undersigned proposes to amend Article 3 by substitution therefore the attached to reflect the changes requested by the Massachusetts House Joint Committee on Consumer Protection and Professional Licensure which limit additional licenses to specific locations and restrict transferability. These changes include:

i. Delete Section 3 (d) in its entirety; and
ii. Incorporate into the Home Rule Petition the specific language as suggested by the House Committee to confirm that the licenses are not transferable and are limited to specific locations

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 4 RE: Approve Right of First Offer – 35 Center St.

To see if the Town will vote to authorize the Board of Selectmen to acquire a Right of First Offer for the purchase of the property located at 35 Center Street shown on Map 29 as, Parcel 104, currently owned by Thomas F. Murphy, Trustee of Tareen Realty Trust and described in a deed recorded with the Southern Middlesex Registry of Deeds in Book 11251, Page 482, or to act in any other manner in relation thereto.

MAIN MOTION: As Printed in the Warrant

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 5 RE: Electricity/Municipal Aggregation

To see if the Town will vote to initiate the process to aggregate electrical load, pursuant to MGL Chapter 164, Section 134, or pass any vote; or to act in any other manner in relation thereto.

MAIN MOTION: As Printed in the Warrant

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 6 RE: Acceptance of Real Estate Exemption Provisions/Chapter 73, Acts of 1986

To see if the Town will vote, pursuant to Chapter 73 of the Acts of 1986, as amended, to grant an additional exemption to taxpayers who otherwise qualify for an exemption under G.L. Chapter 59, Section 5, Clauses 17D, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41C, 42 or 43, of 100% of said exemptions, provided however, that in no instance shall the taxable valuation of such property, after all applicable exemptions, be reduced below ten percent of its full and fair cash valuation or result in any taxpayer paying less than taxes paid in the preceding fiscal year, except through the application of G.L. Chapter 58, Section 8A, or G.L. Chapter 59, Section 5, Clause 18; or to act in any other manner in relation thereto.

MAIN MOTION: As Printed in the Warrant

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 7 RE: Adjustment of Real Estate Exemption Factors

To see if the Town will vote, pursuant to G.L. Chapter 59, Section 5, Clause 41C, as amended by Chapter 184, Section 51 of the Acts of 2002, to decrease from 70 to 65 the age at which seniors become eligible to be granted a tax exemption under said Clause 41C and to increase the amount of income allowed for said exemption from $13,000 to $20,000 annually for single and from $15,000 to $30,000 annually for married couple and to increase gross assets from $28,000 to $40,000 for a single applicant and from $30,000 in gross assets to $55,000 for a married couple; or to act in any other manner in relation thereto.

MAIN MOTION: As Printed in the Warrant

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 8 RE: Purchase of Recycling Toters

To see if the Town will vote to transfer $270,000 from the Recyclable Materials Revolving Fund for the purchase of residential recycling toters; or to act in any other manner in relation thereto.

MAIN MOTION: POSTPONED INDEFINITELY

ARTICLE 9 RE: Cemetery Columbarium/ Expansion Construction

To see if the Town will vote to amend Article 7 of the May 11, 2011 Town Meeting to include the purpose of design and construction of Columbarium and Expansion for the Chestnut Hill Cemetery; or to act in any other manner in relation thereto.

MAIN MOTION: As Printed in the Warrant

ACTION: A show of hands vote was taken with 98 For and 2 Against the motion PASSES

ARTICLE 10 RE: Fund the Burlington Municipal Employees' Association Contract

To see if the Town will vote to transfer from the Fiscal Year 2014 Negotiated Settlement Account the amount of $ TBD for the purpose of funding the Burlington Municipal Employees Association Contract for Fiscal Year 2014, same to be expended under the appropriate authority; or to act in any other manner in relation thereto

MAIN MOTION: POSTPONED INDEFINITELY

ARTICLE 11 RE: Fund the Department of Public Works Contract

To see if Town will vote to transfer from the Fiscal Year 2014 Negotiated Settlement Account the sum of $ TBD for the purpose of funding the approved Collective Bargaining Agreement between the Town of Burlington and the Department of Public Works for FY2014, same to be spent under the appropriate authority; or to act in any other manner in relation thereto.

MAIN MOTION: POSTPONED INDEFINITELY

ARTICLE 12 RE: Fund the Burlington International Firefighters' Association Contract

To see if Town will vote to transfer from the Fiscal Year 2014 Negotiated Settlement Account the sum of $ TBD for the purpose of funding the approved Collective Bargaining Agreement between the Town of Burlington and the Burlington International Firefighters' Association for Fiscal Year 2014, same to be spent under the appropriate authority; or to act in any other manner in relation thereto.

MAIN MOTION: POSTPONED INDEFINITELY

ARTICLE 13 RE: Fund the Burlington Police Command Officers' Contract

To see if Town will vote to transfer from the Fiscal Year 2014 Negotiated Settlement Account the sum of $ TBD for the purpose of funding the approved Collective Bargaining Agreement between the Town of Burlington and the Burlington Police Command Officers' Contract for FY2014, same to be spent under the appropriate authority; or to act in any other manner in relation thereto.

MAIN MOTION: POSTPONED INDEFINITELY

ARTICLE 14 RE: Fund and Approve the Administrative & Professional Compensation Plan

To see if the Town will vote to adopt the Administrative & Professional Compensation Plan for Fiscal Year 2014 as proposed, and transfer from the Fiscal Year 2014 Negotiated Settlement Account the sum of $ TBD or any other amount for the purpose of funding the plan under the direction of the appropriate authorities; or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to adopt the Administrative & Professional Compensation Plan for Fiscal Year 2014 as proposed, and transfer from the Fiscal Year 2014 Negotiated Settlement Account the sum of $64,464 or any other amount for the purpose of funding the plan under the direction of the appropriate authorities; or to act in any other manner in relation thereto.

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 15 RE: Fund the Part-time Compensation Plan

To see if the Town will vote to transfer from the Fiscal Year 2014 Negotiated Settlement the amount of $ TBD for the purpose of funding the Part-time Salary Plan (under 20 hours) for Fiscal Year 2014, same to be expended under the appropriate authority; or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to transfer from the Fiscal Year 2014 Negotiated Settlement the amount of $ 6,000 for the purpose of funding the Part-time Salary Plan (under 20 hours) for Fiscal Year 2014, same to be expended under the appropriate authority; or to act in any other manner in relation thereto.

ACTION: MAJORITY APPROVED MAIN MOTION

ARTICLE 16 RE: Purchase of Property – Great Meadow Road

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of $1,995,000 or any other sum for the purpose of funding the purchase of the parcel of land with the building thereon located at 10 Great Meadow Road shown on Map 39, as Parcel 15, currently owned by Meadow Property LLC and described in a deed recorded with the Southern Middlesex Registry of Deeds in Book 1435, Page 57, for general municipal purposes, including, without limitation, for the purpose of building a fire station thereon, and further to authorize the Board of Selectmen to acquire the

Enforcement of this Bylaw shall be under the authority of the Inspector of Buildings. Upon receiving a complaint in writing; from a resident or property owner in the Town, the Inspector of Buildings shall enforce this Bylaw.

6.4 Fines for Violations

6.4.1 First offense: A written warning stating a property owner/resident is in violation: Ten (10) days to meet compliance.
6.4.2 Second offense: $25.00 Fine. Five (5) days to meet compliance.
6.4.3 Third and subsequent offenses: $50.00 Fine. Five (5) days to meet compliance before each subsequent offense and another $50.00 fine issues.

Or to act in any other manner in relation thereto.

MAIN MOTION: As Printed in the Warrant

ACTION: MAJORITY APPROVED MAIN MOTION ARTICLE 22 was taken next out of order

App. AG 11/18/2013 Posted 11/20 – 2/20/2014

ARTICLE 20 RE: Amend Zoning Map and Rezone Property to High-Rise Industrial (IH) District

To see if the Town will vote to amend the Zoning Map of the Town of Burlington, as most recently amended, by removing a certain parcel of land from a General Industrial (IG) District and establishing the same as a High-Rise Industrial (IH) District. Said parcel of land is generally identified as being located off of Van de Graaff Drive, consisting of 12.8 acres, more or less, shown as "Land To Be Rezoned To IH" on the Plan entitled "Rezoning Plan", dated June 24, 2013, prepared by Vanasse Hangen Brustlin, Inc. and is further identified as being a portion of the parcel shown on the Town of Burlington Assessors' Map 53, Parcels 7-1. Said parcel of land is further identified as follows:

A CERTAIN PARCEL OF LAND SITUATED IN THE TOWN OF BURLINGTON, IN THE COUNTY OF SOUTH MIDDLESEX AND THE COMMONWEALTH OF MASSACHUSETTS BOUNDED AND DESCRIBED AS FOLLOWS:

COMMENCING AT A POINT AT THE SOUTH WESTERLY END OF VAN DE GRAFF DRIVE (A PRIVATE WAY); THENCE N 64°11'08" E A DISTANCE OF ONE HUNDRED FIVE AND ZERO HUNDREDTHS FEET (105.00') TO THE POINT OF BEGINNING; THENCE

N 64°11'08" E A DISTANCE OF ONE HUNDRED SEVENTY AND THIRTY SEVEN HUNDREDTHS FEET (170.37') TO A POINT; THENCE

EASTERLY AND CURVING TO THE RIGHT ALONG THE ARC OF A CURVE HAVING A RADIUS OF FEET FORTY AND ZERO HUNDREDTHS (40.00), A LENGTH OF FIFTY SEVEN AND EIGHTY EIGHT HUNDREDTHS (57.88) TO A POINT; THENCE

S 32°54'52" E A DISTANCE OF FIVE HUNDRED THIRTY SEVEN AND EIGHTY SIX HUNDREDTHS FEET (537.86') TO A POINT ALONG THE NORTHERLY SIDE OF BLANCHARD ROAD (A PUBLIC WAY); THENCE

S 61°27'56" W A DISTANCE OF ONE HUNDRED TWENTY FIVE AND FIFTY TWO HUNDREDTHS FEET (125.52') TO A POINT; THENCE

S 67°16'06" W A DISTANCE OF TWENTY FIVE AND ZERO HUNDREDTHS FEET (25.00') TO A POINT; THENCE

S 64°11'08" W A DISTANCE OF FOUR HUNDRED SIXTY ONE AND ZERO HUNDREDTHS FEET (461.00') TO A POINT; THENCE

S 74°36'35" W A DISTANCE OF ONE HUNDRED EIGHTY SEVEN AND SIXTY ONE HUNDREDTHS FEET (187.61') TO A POINT, LAST FOUR CALLS ALONG SAID ROAD; THENCE

N 29°17'57" W A DISTANCE OF TWO HUNDRED TWENTY SEVEN AND SEVENTY ONE HUNDREDTHS FEET (227.71') TO A POINT; THENCE

S 65°46'33" WA DISTANCE OF ONE HUNDRED NINETY TWO AND TWENTY ONE HUNDREDTHS FEET (192.21') TO A POINT; THENCE

S 37°53'49" E A DISTANCE OF ONE HUNDRED FIFTY FIVE AND EIGHTY FIVE HUNDREDTHS FEET (155.85') TO A POINT ALONG THE NORTHERLY SIDE OF BLANCHARD ROAD (A PUBLIC WAY); THENCE

N 73°37'16" W A DISTANCE OF SIXTY EIGHT AND SIXTY FIVE HUNDREDTHS FEET (68.65') TO A POINT; THENCE

N 73°40'20" W A DISTANCE OF NINETY FIVE AND THIRTY EIGHT HUNDREDTHS FEET (95.38') TO A POINT; THENCE

S 83°02'50" W A DISTANCE OF FORTY EIGHT AND SEVENTY FIVE HUNDREDTHS FEET (48.75') TO A POINT; THENCE

S 60°39'30" W A DISTANCE OF TWO HUNDRED SIXTY FIVE AND THIRTY ONE HUNDREDTHS FEET (265.31') TO A POINT; THENCE

N 03°40'40" W A DISTANCE OF FOUR HUNDRED THIRTY AND FORTY FIVE HUNDREDTHS FEET (430.45') TO A POINT, LAST FIVE CALLS ALONG SAID ROAD; THENCE

N 82°38'15" E A DISTANCE OF SIX HUNDRED TWENTY ONE AND FORTY SEVEN HUNDREDTHS FEET (621.47') TO A POINT; THENCE

S 82°37'35" E A DISTANCE OF ONE HUNDRED FIFTY FOUR AND FIFTY SIX HUNDREDTHS FEET (154.56') TO A POINT; THENCE

N 25°48'52" W A DISTANCE OF TWO HUNDRED TWELVE AND TWENTY SEVEN HUNDREDTHS FEET (212.27') TO A POINT; THENCE
N 64°11'08" E A DISTANCE OF TWO HUNDRED FORTY FOUR AND FOURTEEN HUNDREDTHS FEET (244.14') TO A POINT; THENCE

N 25°48'52" W A DISTANCE OF TWENTY AND ZERO HUNDREDTHS FEET (20.00') TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINING 557,899.11 SQUARE FEET OR 12.808 ACRES MORE OR LESS.

Or to act in any other manner in relation thereto.

MAIN MOTION: As Printed in the Warrant

ACTION: A standing vote taken was 83 For and 2 Against, the Motion PASSES

App. AG 11/18/2013 Posted 11/20 – 2/20/2014

foregoing property by purchase, gift, and/or eminent domain on such terms and conditions as the Board of Selectmen deems appropriate; or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to appropriate the sum of $1,995,000 for the purpose of funding the purchase of the parcel of land with the building thereon located at 10 Great Meadow Road shown on Map 39, as Parcel 15, currently owned by Meadow Property LLC and described in a deed recorded with the Southern Middlesex Registry of Deeds in Book 1435, Page 57, for general municipal purposes, including, without limitation, for the purpose of building a fire station thereon, and further to authorize the Board of Selectmen to acquire the foregoing property by purchase, gift, and/or eminent domain on such terms and conditions as the Board of Selectmen deems appropriate; or to act in any other manner in relation thereto.

An Amendment was made from the floor by Monte Pearson, Pct 3, it was moved and seconded the words: "including, without limitation, for the purpose of building a fire station thereon," to be removed from the Article. Discussion on the Amendment proceeded. Town Council pointed out that the Amendment is unnecessary – it was then removed by the proponent.

Then the discussion returned to the Main Motion.

ACTION: A Standing vote was taken with 72 For and 22 Against the motion PASSES

ARTICLE 17 RE: Facilities Funding Plan

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise provide the sum of $20,000 to be added as follows to the 2014 Operating Budget as approved in Article 4 of the May 13, 2013 Annual Town Meeting,

Line 9	Town Administrator/Selectmen Salaries	$12,500
Line 51	Town Facilities Salaries	$ 7,500

Or to act in any other manner in relation thereto.

MAIN MOTION: To see if the Town will vote to raise and appropriate, the sum of $20,000 to be added as follows to the 2014 Operating Budget as approved in Article 4 of the May 13, 2013 Annual Town Meeting,

Line 9	Town Administrator/Selectmen Salaries	$12,500
Line 51	Town Facilities Salaries	$ 7,500

Or to act in any other manner in relation thereto.

ACTION: MAJORITY APPROVED MAIN MOTION

AT 10:48 PM a motion was made to adjourn the meeting until Wednesday, September 25, 2013 at 7:30 PM. It was seconded and unanimously approved with a standing vote.

Respectfully Submitted

Amy E. Warfield
Draft

ADJOURNED TOWN MEETING
Wednesday September 25, 2012
FOGELBERG PERFORMING ARTS CENTER – BHS

A quorum being present, the meeting was called to order at 7:32 pm by Town Moderator, Charley Murphy.
Audio/Video staff for tonight's meeting included: Joseph Satenale, Rachel Menillo, Timothy Maiorana, Christian Daniels, Paul Terranova.
It was noted that John Giorgio, from Kopelman and Paige, was present.

A Resolution and Motion to Reconsider an Article were presented to the Moderator. They were mentioned to will be taken up at the end of business this evening.

ARTICLE 18 RE: Renovations Simonds Park &Town Common

To see if the Town will vote to transfer from the Stabilization Fund the sum of $925,000, for the purpose of renovation and repairs to Simonds Park and the Town Common, including the payments of costs incidental and related thereto, same to be spent under the direction of the Recreation Commission: provided however that no funds may be expended under this appropriation unless and until the Town has received a PARC grant from the state for $400,000 of the project cost; and to authorize the Board of Selectmen to apply for and accept grants from the Executive Office of Energy and Environmental Affairs; and to dedicate Simonds Park and the Town Common to the care, custody, management and control of the Recreation Commission for recreational purposes pursuant to General Laws Chapter 45 Section 14, as it may be amended, and other Massachusetts statutes related to recreation; and to further authorize the Board of Selectmen to take such other actions as are necessary to carry out the terms, purposes, and conditions of this grant to be administered by the Recreation Commission; or to act in any other manner in relation thereto.

MAIN MOTION: As Printed in the Warrant

ACTION: UNANIMIOUSLY APPROVED

ARTICLE 19 Re:General Bylaw Amendment to Amend Article XIII: Public Safety Section 6.0: Outdoor Lighting

To see if the Town of Burlington will add the following paragraphs as Section 6.0 Outdoor Lighting Guide to Article XIII: Public Safety of the General Bylaws

ARTICLE XIII: PUBLIC SAFETY

6.0 Outdoor Lighting

6.1 Purpose

It is the intention of this Bylaw to regulate the use of residential outdoor lighting so as to not unduly inconvenience abutters by having outdoor lighting shining directly into their windows or onto their properties.

6.2 Regulation

In all residential neighborhoods, all outdoor lighting, including, but not limited to: security, floodlighting, decorative lighting, lighting primarily designed to illuminate walks and/or walkways, driveways, flagpoles, outdoor living areas and/or outdoor recreational facilities, except for temporary holiday lighting, shall be continuous (not flashing), indirect, and installed and/or shielded in a manner that shall prevent direct light from shining onto or upon any street and/or adjacent or abutting property.

6.3 Enforcement

ARTICLE 21 RE: Amend Zoning Map and Rezone Property to General Industrial (IG) District

To see if the Town will vote to amend the Zoning Map of the Town of Burlington, as most recently amended, by rezoning a certain parcel of land to a General Industrial (IG) District. Said parcel of land is generally identified as being located off of Wheeler Road as Assessors Map 56 as Parcel 20-2 and is further identified as follows:

A certain tract or parcel of land being shown as "Parcel 15-LS-1" of State Highway Layout of 2010 – Layout #8178 with the buildings thereon, situate in the Town of Burlington, County of Middlesex and Commonwealth of Massachusetts, more particularly bounded and described as follows:

Beginning at a point on the northerly sideline of Wheeler Road a public street in the Town of Burlington, Massachusetts, thence;

S19°12'17"W a distance of fifty seven and no hundredths feet (57.00') by said Wheeler Road, thence;

S19°12'17"W a distance of three hundred twenty one and sixty four hundredths feet (321.64') by land now or formerly of One Wheeler Road Association, thence;

S32°38'42"W a distance of three hundred sixty nine and ninety five hundredths feet (369.95') by land of said One Wheeler Road Association, thence;

S13°16'27"E a distance of seven hundred ninety seven and forty two hundredths feet (797.42") by said land of One Wheeler Road Association and land now or formerly of Gutierrez A&J Cataldo Trust, thence;

S75°17'47"W a distance of four hundred twenty three and seventy two hundredths feet (423.72') by land now or formerly of Town of Burlington Housing Authority, thence;

Northerly along a non-tangent curve to the right having a radius of six thousand one hundred fifty and no hundredths feet (6,150.00') and an arc length of three hundred eight and forty nine hundredths feet (308.49'). Said curve having a chord bearing of N13°15'59"W and chord distance of three hundred eight and forty six hundredths feet (308.46') by land now or formerly of Joseph W. Desmond, now or formerly of Matthew Abbate and land now or formerly of Michael K. Flaherty, thence;

N11°49'46"W a distance of two hundred two and sixty hundredths feet (202.60') by land of said Flaherty and now or formerly of Gerald, thence;

Northerly along a tangent curve to the left having a radius of six hundred and no hundredths feet (600.00') and an arc length of three hundred seventy nine and ninety eight hundredths feet (379.98') by land of said Zecher and now or formerly of Jerry Slack, thence;

N48°06'53"W a distance of fifty eight and forty two hundredths feet (58.42') by land of said Slack and now or formerly of Town of Burlington, thence;

S43°26'58"W a distance of one thousand one hundred eighteen and eight hundredths feet (1,118.08') by Interchange Route 3 and I-95, thence;

Southerly on a non-tangent curve to the right having a radius of two hundred eighty five and no hundredths feet (285.00') and an arc length of one hundred thirty one and ninety hundredths feet (131.90'). Said curve having a chord bearing of S12°34'50"E and chord distance of one hundred thirty and seventy three hundredths feet (130.73') by land now or formerly of Daniel G. Kamin Burlington LLC, thence;

N87°16'58"E a distance of thirty nine and ninety one hundredths feet (39.91') by said land of Daniel G. Kamin Burlington LLC, thence;

Easterly on a non-tangent curve to the left having a radius of five hundred fifty eight and eighty nine hundredths feet (558.89') and an arc length of fifty six and thirty nine hundredths feet (56.39'). Said curve having a chord bearing of S84°23'52"W and chord distance of fifty six and thirty seven hundredths feet (56.37') by said land of Daniel G. Kamin Burlington LLC, to the point of beginning.

Said "Parcel 15-LS-1" contains 665,302 S.F.± or 15.27 Acres±.

.Or to act in any other manner in relation thereto.

MAIN MOTION: As Printed in the Warrant

ACTION: A Roll Call vote was taken: 60 For and 35 Against, with a 2/3rds requirement to pass the Motion FAILS.

Taken out of order after Article 19

ARTICLE 22 Re: Zoning Bylaw Amendment to Amend Article VII: General Regulations by Adding Section 7.6.0: Outdoor Lighting Regulations

Reading was waived

To see if the Town will vote to amend Article VII: General Regulations of the Zoning Bylaws by adding a new Section 7.6.0: Outdoor Lighting Regulations

Article VII: General Regulations

Section 7.6.0 OUTDOOR Lighting

7.6.1 Purpose

The purpose of this Bylaw is:

To improve safety by reducing glare;

To reduce light trespass;

To improve energy efficiency.

7.6.2 Applicability

All Zoning Districts in Burlington shall be subject to the provisions of this bylaw, with the exception of the RO - One Family Dwelling District outside of the CBD and CC Overlay Districts.

Lighting shall be reviewed on all applicable applications subject to the review and approval of the Planning Board.

In cases where maintenance of existing lighting, where the fixture and/or light source will be modified in a way that increases light levels and/or light trespass, applicants shall submit a letter to the Planning Director and Inspector of Buildings. The Inspector of Buildings shall then determine if the modification falls under Planning Board review.

7.6.3 Standards

7.6.3.1 Exterior lighting shall not shine upward or onto adjoining properties or roadways. Spotlights and similar exterior lighting must be directed to ensure that light does not shine onto adjoining properties or roadways.

7.6.3.2 Any lighting not required for security purposes shall not be operable between 1 hour after the close of business and dawn including signage lighting.

7.6.3.3 Lighting is recommended to be shut off during daylight hours for energy efficiency.

7.6.3.4 Strobes, searchlights, flashing, electronic scrolling lights, and laser illumination, are prohibited except as allowed under Section 7.6.4 (Exemptions).

7.6.4 Exemptions

The following outdoor lighting shall be exempt from the standards of the bylaw.

7.6.4.1 Temporary holiday lighting.

7.6.4.2 Lighting of the United States Flag and public monuments.

7.6.4.3 Lighting required by the American with Disabilities Act (ADA).

7.6.4.4 Temporary Construction Lighting.

7.6.4.5 Any other exception enumerated in the Outdoor Lighting Guide established by the Planning Board.

7.6.5 Outdoor Lighting Guide

The Planning Board shall adopt and maintain an Outdoor Lighting Guide. Adoption and amendments to such Outdoor Lighting Guide shall require a public hearing in accordance with Section 9.6.0 of this Bylaw, and with notice to Town Meeting Members. In considering the Outdoor Lighting Guide provisions, the Planning Board shall review and consider the International Dark Sky Association Guidelines. The Outdoor Lighting Guide provisions shall address:

1. Preferred lighting fixture type and design
2. Energy efficiency measures
3. Safety and Security
4. Exemptions

Or to act in any other manner in relation thereto.

MAIN MOTION: As Printed in the Warrant

ACTION: The Standing vote was counted with 44 For and 42 Against, with a 2/3rds requirement to pass the Motion FAILS.

ARTICLE 23 RE: Zoning 43D Priority Development Site

To see if the Town will vote to approve the filing of a formal proposal with the Interagency Permitting Board for the designation as a priority development site as defined under M.G.L. ch.43D, and the Zoning Bylaw Section 9.2.5.1 the land known as the Summit Office Park located along Wheeler Road (west). The properties are more specifically identified on the Town of Burlington Assessor's Maps by the following Map and Parcel numbers: 56-17-0, 56-17-1, 56-19-0, 56-20-0, 56-20-2 including Wheeler Road (west); or to act in any other manner in relation thereto.

Submitted by the Board of Selectmen at the request of the Petitioner the Gutierrez Company

MAIN MOTION: As Printed in the Warrant

ACTION: POSTPONED INDEFINITELY

Resolution 1:

Be it resolved that Burlington Town Meeting supports the Board of Selectmen's initiative to purchase the property located at 10 Great Meadow Road (Map 39, as Parcell S). Whereas numerous Town Departments are in need of additional space, we, as Town Meeting Members, request the Moderator to authorize a committee to evaluate previous studies or initiate new studies, if needed, to determine the most appropriate use of this property. Once that study is completed and reported to Town Meeting, then the Town may undertake the next steps to develop the site.

This is was Moved and Seconded by:
Shari Ellis PCT 3
Monte L. Pearson PCT 3
Gary Mercier PCT 3
Paul D. Valleli PCT 3
Sally Willard PCT 4

ACTION: MAJORITY APPROVED MOTION

Motion to Reconsideration:

MAIN MOTION: I, Thomas Conley Jr. do hereby move that Article 3 be reconsidered for vote.

It was seconded from the floor, and discussion was opened on the motion to reconsider.

ACTION: The Standing vote was counted with 31 For and 59 Against, the Motion FAILS.

Motion was made and seconded to adjourn at 11:07 PM.

Respectfully Submitted

Amy E Warfield
Town Clerk